



**DEPARTMENT OF THE NAVY**

UNITED STATES NAVAL ACADEMY  
121 BLAKE ROAD  
ANNAPOLIS MARYLAND 21402-5000

USNA/AACINST 5500.6A  
4/SECURITY

JUN 9 2003

USNA/AAC INSTRUCTION 5500.6A

From: Superintendent

Subj: CARRYING OF FIREARMS BY UNITED STATES NAVAL ACADEMY/ANNAPOLIS AREA  
COMPLEX LAW ENFORCEMENT PERSONNEL

Ref: (a) DOD Directive 5210.56  
(b) OPNAVINST 3591.1C  
(c) OPNAVINST 5580.1A  
(d) SECNAVINST 5500.29B

Encl: (1) USNA Weapons Safety and Use of Force Policy

1. Purpose. Per references (a) through (d), this instruction provides authority for specified personnel of the United States Naval Academy/Annapolis Area Complex (USNA/AAC) who perform law enforcement and security duties to carry firearms openly and concealed.

2. Cancellation. USNA Instruction 5500.6.

3. Definitions. Unless otherwise limited or modified, the term USNA/AAC law enforcement personnel refers to all civilian employees and military members of the United States Armed Forces assigned to the USNA/AAC Security Office.

4. Policy on Carrying Firearms

a. This instruction should not be viewed as in any way impairing the Superintendent's inherent authority to arm personnel.

b. This instruction shall also not be viewed as impairing the authority of other Federal, State, and local law enforcement personnel from carrying firearms subject to Superintendent approval and requirements of the agency impacted.

c. USNA/AAC law enforcement personnel may be authorized by the Superintendent to carry firearms only when their duties cause them to be engaged in:

(1) Law enforcement activities, including but not limited to the investigation of espionage, sabotage, and other crimes in which DOD programs, personnel, or property are the victim; in cases where DOD personnel are involved in such crimes; or where investigations are conducted in hazardous areas or under hazardous circumstances;

(2) Protecting classified information, systems, or equipment;

(3) Protecting the President of the United States, high-ranking government officials, DOD personnel, or foreign dignitaries;

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(4) Protecting DOD assets and personnel; and

(5) Guarding prisoners.

d. USNA/AAC law enforcement personnel regularly assigned to law enforcement or security duties may be given a continuing authorization to carry firearms for a period of up to one (1) year provided they pass the required yearly qualification standard. USNA/AAC personnel who are not regularly assigned to law enforcement or security duties may be authorized to carry firearms only for the duration of specific assignments that will be specified in such authorization and only if meeting qualifications specified by the authorization.

e. Except in situations requiring immediate action to protect life or vital Government assets, all authorizations to carry firearms by USNA/AAC law enforcement personnel shall be in writing, utilizing OPNAV Form 5512/2, signed by the Superintendent or other properly designated personnel, and issued only to personnel who satisfactorily completed qualification training, proficiency testing, and use of deadly force training within the preceding twelve (12) months. Verbal authority to carry weapons shall be by the Superintendent and is not delegatable.

f. OPNAV Form 5512/2 will be carried at all times when a firearm is in the possession of law enforcement or security personnel.

g. Personal weapons are not authorized to be carried by USNA/AAC personnel. Only weapons and ammunition issued by the Department of the Navy are authorized to be carried by law enforcement or security personnel while carrying firearms pursuant to this instruction or any authorization.

h. Firearms normally will be returned to a control point daily. If the nature of an assignment requires other arrangements, the firearms may only be retained with permission of a duly authorized supervisor and will be returned to a control point immediately upon completion of such assignment or as specifically authorized. Any authorization allowing a firearm to be retained at a residence or another non-government location, shall be issued with safety lock devices and instructions for the use of these devices.

5. Delegation of Authority. The USNA Security Officer is delegated the authority to authorize USNA/AAC law enforcement personnel to carry firearms pursuant to this instruction and other applicable references.

6. Training Required

a. The USNA Security Officer will ensure that proper firearm training, familiarization, and qualification of all USNA/AAC law enforcement personnel are carried out. Records of such training will be maintained by the USNA Security Department for as long as the individual is authorized to carry a firearm.

b. All USNA/AAC law enforcement personnel subject to this instruction will receive training in firearms safety procedures and participate in live fire familiarization and proficiency training conducted by a qualified firearms instructor prior to being issued a weapon. Training will include classroom instruction in handling, nomenclature, and safety procedures and will include successful qualification on the Department of Navy weapons qualification courses in accordance with reference (b).

c. All USNA/AAC law enforcement personnel subject to this instruction will receive training on the use of force prior to being authorized to carry a weapon. All USNA/AAC law enforcement personnel will review and sign enclosure (1) on at least a quarterly basis.

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7. Implementation and Action. The provisions of this instruction will be effective upon receipt.

8. Departments will review and revise as necessary all orders, regulations, and instructions to comply with these provisions.



R. C. PARSONS  
Deputy for Finance and Administration

Distribution:

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## U.S. Naval Academy/Annapolis Area Complex Weapons Safety and Use of Force Policy



This certification establishes uniform policy guidance and considerations concerning the use of force by United States Naval Academy/Annapolis Area Complex (USNA/AAC) personnel engaged in law enforcement or security duties. All law enforcement and security personnel will receive and sign this certification quarterly.

1. **Policy:** Personnel engaged in law enforcement or security activities will avoid the use of force, where the assigned responsibilities can be discharged without resorting to its use. If law enforcement or security responsibilities cannot be discharged without resorting to the use of force, USNA/AAC law enforcement personnel shall use the amount of force reasonably and minimally necessary to discharge their assigned responsibilities. The minimum amount of force necessary will be used in all situations. Varying degrees of force that may be justified in a law enforcement situation depend upon the situations gravity. The escalation of force must be consistent with the need for the least amount of force required. Non-lethal devices will be used when lesser means have failed and greater means are not necessary.

2. **Deadly Force:** Force that a person uses causing, or that the person knows or should know would create a substantial risk of causing, death or serious bodily harm. Deadly force is justified only under conditions of extreme necessity and when all three (3) of the following circumstances are present:

- a. Lesser means have been exhausted, are unavailable, or cannot be reasonably employed;
- b. The risk of death or serious bodily harm to innocent persons is not significantly increased by use; and
- c. The purpose of its use involves one or more of the following:

(1) **Self-Defense and Defense of Others.** When deadly force reasonably appears to be necessary against a hostile person(s) to protect law enforcement or security personnel who reasonably believe themselves or others to be in imminent danger of death or serious bodily harm by the hostile person(s).

(2) **Assets Involving National Security.** When deadly force reasonably appears necessary to prevent the actual theft or sabotage of assets vital to national security. DoD assets shall be specifically designated as "vital to national security" only when their loss, damage, or compromise would seriously jeopardize the fulfillment of a national defense mission. Examples include nuclear weapons; nuclear command, control, and communications facilities; and designated restricted areas containing strategic operational assets, sensitive codes, or special access programs.

(3) **Assets Not Involving National Security But Inherently Dangerous To Others.** When deadly force reasonably appears to be necessary to prevent the actual theft or sabotage of resources, such as operable weapons or ammunition, that are inherently dangerous to others; i.e., assets that, in the hands of an unauthorized individual, present a substantial potential danger of death or serious bodily harm to others. Examples include high-risk portable and lethal missiles, rockets, arms, ammunition, explosives, chemical agents, and special nuclear material.

(4) **Serious Offenses Against Persons.** When deadly force reasonably appears necessary to prevent the commission of a serious crime that involves imminent danger of death or serious bodily harm (for example, setting fire to an inhabited dwelling or sniping), including the defense of other persons, where deadly force is directed against the person threatening to commit the crime. Examples include murder, armed robbery, and aggravated assault.

(5) **Protect Public Health or Safety.** When deadly force reasonably appears to be necessary to prevent the destruction of public utilities or similar critical infrastructure vital to public health or safety, the damage to which, would create an imminent danger of death or serious bodily harm.

(6) **Arrest or Apprehension.** When deadly force reasonably appears to be necessary to arrest or apprehend a person who, there is probable cause to believe, has committed one of the serious offenses referred to in subparagraphs (1) through (5), above.

(7) **Escapes.** When deadly force reasonably appears to be necessary to prevent the escape of a prisoner, provided there is probable cause to believe that such person: 1) Has committed or attempted to commit one of the serious offenses referred to in subparagraphs (1) through (5), above; and 2) Would pose an imminent danger of death or serious bodily harm to law enforcement or security personnel or to any other person.

3. **Additional requirements for the use of firearms.**

- a. Warning shots are prohibited.

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- b. When a firearm is discharged, it will be fired with the intent of rendering the person(s) at whom it is discharged incapable of continuing the activity or course of behavior prompting the individual to shoot.
- c. Shots shall be fired only with due regard for the safety of innocent bystanders.
- d. In the case of holstered weapons, a weapon should not be removed from the holster unless there is reasonable expectation that use of the weapon may be necessary.
- e. A firearm will not be discharged at or from a moving vehicle, unless under circumstances of self-defense or imminent threat to others of serious bodily harm.

4. Considerations for the use of non-lethal devices.

- a. The USNA Security Officer will approve all non-lethal devices carried by law enforcement or security personnel.
- b. Non-lethal devices will be used in accordance with the instruction provided during the individual device certification program.

5. Firearms safety responsibilities.

- a. Promote firearms safety through your own actions. Each individual is responsible for the safe carrying, handling and operation of assigned weapons.
- b. Firearms will be loaded and unloaded, whenever possible, at a clearing pit established at each firearms storage facility. You must be especially cautious when loading and unloading a weapon.
- c. Never draw a weapon as a joke or jest.
- d. Never use a weapon to play tricks, quick-draw, or engage in any other forms of horseplay, or become involved in unauthorized acts.
- e. Regard all firearms as being loaded.
- f. Know and use all safety devices on all weapons with which armed.
- g. Never point a firearm unless intending to shoot.
- h. Identify the target, insure a clear field of fire, including the path of the projectile before discharging a weapon.
- i. Never discharge a weapon from a moving vehicle.
- j. Only weapons issued by USNA shall be carried by USNA/AAC personnel. Personal weapons are not authorized for duty use.

6. Any amount of force used in a situation will be reported and documented. Any accidental or intentional discharge of a firearm will be reported to the Security Officer and Chief of Police immediately.

I certify that I have read and understand the weapons safety and use of force policy.

Date:	Printed Full Name:	Signature: