



DEPARTMENT OF THE AIR FORCE
502D AIR BASE WING
JOINT BASE SAN ANTONIO

JOINT BASE SAN ANTONIOGM31-01

19 July 2012

MEMORANDUM FOR ALL JOINT BASE SAN ANTONIO

FROM: 502 ABW/CC
2080 Wilson Way
Joint Base San Antonio
Fort Sam Houston TX 78234-7680

SUBJECT: Joint Base San Antonio Guidance Memorandum (JBSAGM31-01)

Releasability: There are no releasability restrictions on this publication.

This is a Joint Base San Antonio Guidance Memorandum (JBSAGM) immediately implementing AFI 31-101, *Integrated Defense* (FOUO). This GM establishes policies and procedures for privately-owned weapons on Joint Base San Antonio (JBSA). JBSA includes JBSA-Fort Sam Houston, Camp Bullis, JBSA-Lackland, JBSA-Randolph, their subordinate geographically separated locations, Seguin Airfield and DOD occupied buildings on Port of San Antonio. Compliance with this Memorandum is mandatory. Failure to observe the prohibitions and mandatory provisions of this Guidance Memorandum by persons subject to the Uniform Code of Military Justice (UCMJ) is a violation of the UCMJ, Article 92, Failure to Obey Order or Regulation. Violations by Air National Guard military personnel may subject members to prosecution under their respective State Military Code or result in administrative disciplinary action without regard to otherwise applicable criminal or civil sanctions for violations of related law. Violations by civilian employees may result in adverse administrative disciplinary action without regard to otherwise applicable criminal or civil sanctions for violations of related laws. Violations by contractor personnel will be handled according to federal law and the terms of the contract. To the extent its direction is inconsistent with other Air Force publications; the information herein prevails, in accordance with AFI 33-360, *Publications and Forms Management*.

The following guidance regarding privately owned weapons (POWs) is effective immediately:

The only authorized storage locations for privately-owned weapons on JBSA are in military family/privatized housing, unit arms room, the Security Forces Armory (JBSA-Randolph and JBSA-Lackland) or the Base Defense Operations Center (JBSA-Fort Sam Houston). Privately-owned weapons will not be stored in barracks, dormitories, unaccompanied personnel quarters, transient quarters/billeting, family quarters/billeting, privatized lodging, guest houses, or in vehicles, excluding recreational vehicles intended to be used as a home positioned in the appropriate FAMCAMP.

Persons arriving at JBSA having a privately-owned weapon will immediately report this fact to the Installation Entry Controller. If the individual does not reside on JBSA, the individual will be directed to proceed immediately to the Security Forces Armory (JBSA-Randolph or JBSA-Lackland) or Base Defense Operations Center (JBSA-Fort Sam Houston) to store the weapon regardless of the duration of the individual's stay on JBSA. Housing occupants will be directed to proceed directly to their on-base residence or the Security Forces Armory (JBSA-Randolph and JBSA-Lackland) or the Base Defense Operations Center (JBSA-Fort Sam Houston). For personnel entering JBSA-Randolph to utilize the skeet range or Camp Bullis to utilize the sportsman's range or to hunt, will proceed directly to these ranges and make no additional stops.

The carrying of a concealed privately-owned weapon on JBSA is strictly prohibited. State issued concealed carry permits are not valid on JBSA. Exception: Federal law enforcement and state certified peace officers actively employed by a police agency are authorized to carry a concealed weapon IAW their own organizational policies.

While transporting privately-owned weapons on JBSA, the weapon will be placed out of arms reach, unloaded, with ammunition separate from the weapon (not in same container, holster, etc). The separation of the weapon and the ammunition prevents an occupant of the vehicle from having access to both weapon and ammunition to load the firearm. Exception: This paragraph does not apply to federal law enforcement and state certified peace officers.

All privately-owned weapons stored in military family/privatized housing will be registered within three business days of arrival or acquiring the privately-owned weapon. All privately-owned weapons stored in Recreational Vehicles (RV) that are registered with the Force Support Squadron and are residing in the RV Campgrounds on JBSA Fort Sam Houston will register their privately owned weapons with the Force Support Squadron within three days of arrival. Any civilian personnel not associated with a military unit but is living in privatized housing will register their privately owned weapons with the Privatized Housing Office. Commanders, Privatized Housing Office and the Force Support Squadron (for RVs) will ensure that personnel requesting to store privately-owned weapons in military family/privatized housing or RV Campgrounds will utilize the AF Form 1314, *Firearms Registration*, along with the DD Form 2760, *Qualification to Possess Firearms or Ammunition*. Commanders, Privatized Housing Office (for non-military affiliated civilians in privatized housing) and the Force Support Squadron (for RVs) will ensure a copy of the AF Form 1314 and DD Form 2760 is provided to the Security Forces Squadron within three business days of completion. Contact the following installation Security Forces offices listed below for specifics on registration.

For JBSA-Fort Sam Houston/Camp Bullis, contact the Security Forces Pass and Registration at 210-221-0213 during duty hours or the Base Defense Operations Center at 210-221-2222 during non-duty hours.

For JBSA-Lackland, contact Security Forces Pass and Registration at 210-671-9162 during duty hours or the Base Defense Operations Center at 210-671-2017 during non-duty hours.

For JBSA-Randolph, contact the Security Forces Armory at 210-652-4365 during duty hours and the Base Defense Operations Center at 210-652-5700 during non-duty hours.

My point of contact for this matter is the 502 ABW Force Protection offices, Mr. Bill Hurt, 210-808-7511, william.l.hurt8.civ@mail.mil or Mr. Ed Doss, 210-808-7525, edward.c.doss.civ@mail.mil.

Ensure all records created as a result of processes prescribed in this publication are maintained in accordance with (IAW) AFMAN 33-363, *Management of Records*, and disposed of in accordance with the AF Records Disposition Schedule (AF RDS) located at: <https://www.my.af.mil/afrims/afrims/afrims/rims.cfm>.

The guidance in this Memorandum becomes void after 180 days have elapsed from the date of this Memorandum, or upon release of a JBSA publication incorporating the guidance, whichever is earlier.

THERESA C. CARTER, Brigadier General, USAF
Commander