

Commission is believed to have been lost or stolen, or is otherwise missing, the juvenile parole officer shall notify the local law enforcement authorities and his or her supervisor, and the supervisor shall then notify both the Regional Supervisor and the Office of the Director of Juvenile Parole and Transitional Services, as soon as practicable.

(g) Pursuant to N.J.S.A. 2C:58-15, an investigator who knows or reasonably should know that a minor or unauthorized adult is likely to gain access to a loaded firearm at a premises under the investigator's control shall:

1. Store the firearm in a securely locked box or container; and
2. Secure the firearm with a Commission approved trigger locking device.

**13:96-4.4 Personnel authorized to carry firearms while off-duty**

(a) Firearms may be carried off-duty by juvenile parole officers who:

1. Have taken and successfully completed the Police Training Commission (PTC) approved Basic Course for Juvenile Parole Officers as set forth in N.J.S.A. 52:17B-66 et seq;
2. Have qualified in the use and handling of approved off-duty firearms at the firearms training course of the Commission's Office of Training; and
3. Have been sworn as a peace officer by taking the oath of office.

**13:96-4.5 Authorized off-duty firearms, ammunition, holsters and security**

(a) Eligible juvenile parole officers who are trained and meet qualification specifications shall be permitted to possess and carry one authorized firearm for off-duty use.

(b) A firearm intended for use as an off-duty weapon must have been obtained and registered pursuant to state and local laws of the state in which the juvenile parole officer lives. Juvenile parole officers may not loan or improperly transfer personal firearms.

(c) Trigger locking devices that are approved by the Commission shall be used, in accordance with this section and the operating instructions and standards provided by the manufacturers of the trigger locking devices.

(d) Only off-duty firearm makes and models approved and authorized by the Commission may be carried while off-duty.

(e) Ammunition for the off-duty firearm(s) shall be approved and authorized by the Commission.

(f) Only shoulder and waist holsters shall be used for off-duty use. A holster must hold the firearm firmly when

inverted and have no internal clips. An off-duty firearm shall be carried in the approved holster on the body. No purse holsters or holstered firearms in purses are approved.

(g) The waist holster is the only holster approved for use while qualifying with the off-duty firearm.

(h) Personnel who elect to use a shoulder holster for off-duty use shall demonstrate proficiency in the use of that holster during firearms requalification but need not qualify while using the holster.

(i) The juvenile parole officer shall be responsible for assuming the cost of the off-duty firearm, ammunition, holsters and for maintaining his or her firearm in a safe, secure and serviceable condition.

(j) Pursuant to N.J.S.A. 2C:58-15, a juvenile parole officer who knows or reasonably should know that a minor or unauthorized adult is likely to gain access to a loaded firearm at a premises under the juvenile parole officer's control shall:

1. Store the off-duty firearm in a securely locked box or container; and
2. Secure the off-duty firearm with a Commission approved trigger locking device.

**13:96-4.6 Off-duty firearm**

(a) The authorized off-duty firearm shall be the responsibility of the juvenile parole officer at all times.

(b) The juvenile parole officer shall not draw or exhibit his or her off-duty firearm except for one of the following circumstances:

1. For maintenance of the firearm;
2. To secure the firearm;
3. When commanded by the firearms staff during training exercises, range practice, qualification, or requalification with the firearm; or
4. When circumstances create a reasonable belief that it may be necessary to use the firearm.

**13:96-4.7 Firearm instructors**

(a) Only those persons who have successfully completed a Police Training Commission (PTC) approved firearms instruction course and are PTC certified as Firearm Instructors shall instruct in the Firearms Training Program at the Commission's Office of Training.

(b) All firearms training instructors engaged by the Commission for semi-annual and requalification firearms training shall satisfy at least one of the following requirements:

1. Be certified by the PTC;

2. Possess training equivalent to the PTC approval firearms instructor course and are able to demonstrate a knowledge of and skill with a firearm; or

3. Have successfully completed some other recognized firearms instructor course as determined by the Executive Director.

#### **13:96-4.8 Off-duty firearms training, qualification and requalification**

(a) All personnel authorized by the Commission to carry firearms off-duty must be initially trained and shall qualify in the use and handling of approved off-duty firearms.

(b) Juvenile parole officers who carry off-duty firearms shall requalify semi-annually on a range approved by the Commission.

(c) Only those juvenile parole officers who achieve and maintain the required level of proficiency during range qualification and requalification shall be authorized to carry firearms while off-duty.

(d) Once an individual has qualified on his or her approved personal off-duty firearm, he or she shall receive the official State of New Jersey, Firearms Unit Weapons Card. The off-duty firearm he or she carries must be identified on the off-duty weapons card. Authorized personnel shall be required to carry their off-duty weapons card, the official badge and photo identification card of the Commission at all times while carrying their off-duty firearm.

(e) The Director of Juvenile Parole and Transitional Services or designee shall be responsible for preparing and maintaining a current list of each juvenile parole officer authorized to carry an off-duty firearm, from a Commission-wide master list provided for that purpose by the Office of Training.

1. The master list shall indicate the juvenile parole officer's firearms qualification date (new or expired), model name and number, and serial number of the authorized off-duty firearm.

2. Each time the juvenile parole officer registers a firearm, the Director of Juvenile Parole and Transitional Services, or designee, is responsible for comparing the firearms qualification date, firearm model name and number, and firearm serial number contained on the master list against the State of New Jersey, Firearms Unit Weapons Card accompanying the personal firearm.

(f) Should a personal firearm become unusable, stolen or unserviceable and the juvenile parole officer selects a personal off-duty firearm different from the one originally qualified for use, he or she must requalify on the different firearm before it can be used. This qualification may be completed prior to the next semi-annual qualification period.

(g) Should the juvenile parole officer wish to change his or her authorized personal off-duty firearm as a matter of preference, the juvenile parole officer shall notify the Commission's Office of Training to arrange for qualification in the use and handling of his or her authorized personal off-duty firearm.

#### **13:96-4.9 Storage of off-duty firearms while on Commission property**

(a) A juvenile parole officer entering a Commission facility's grounds while armed with an off-duty firearm must proceed directly to the weapons collection station of the facility. The off-duty firearm shall be turned in fully loaded, in its holster, with the State of New Jersey, Firearms Unit Weapons Card with any extra loaded magazines or speedloaders.

(b) The juvenile parole officer must present his or her official photo identification card of the Commission when checking the firearm and authorized ammunition out of the weapons collection station.

(c) Juvenile parole officers are prohibited from storing off-duty weapons or ammunition in their personal vehicles while on Commission property.

(d) Juvenile parole officers reporting to a secure facility satellite unit must store their firearms at the main secure facility or an approved authorized weapons storage unit.

(e) Under no circumstances may any Commission employee carry a personally owned firearm into a weapons prohibited area of any Commission facility, or into any area routinely dedicated for use by juveniles, including, but not limited to, areas for sleeping, living, eating, recreation, training, and education. Personally owned firearms shall not be carried or used while on-duty except when authorized by the Director of Juvenile Parole and Transitional Services. In those instances, only firearms approved by the Commission may be used by qualified juvenile parole officers.

#### **13:96-4.10 Unauthorized use of personal weapons while off-duty**

(a) A juvenile parole officer shall not be authorized to carry an off-duty firearm in the following instances:

1. Where N.J.S.A. 2C:39-7 (Persons Convicted of Certain Crimes) is applicable;

2. When a juvenile parole officer has been suspended from duty for any violation by the Director of Juvenile Parole and Transitional Services or a higher official of the Commission;

3. When there are pending charges or ongoing investigations of alleged incidents involving the misuse of a firearm;

4. When otherwise prohibited by law or regulation; or