



## CITY OF PROVIDENCE

### 7.7 WEAPONS IN THE WORKPLACE POLICY

#### Purpose

The purpose of this policy is to ensure a safe and secure work environment for all employees and visiting members of the public by prohibiting the possession, use, and storage of weapons in the workplace. This policy aligns with the City's commitment to workplace safety and is designed to reduce the risk of violence and maintain a peaceful, productive environment for all individuals.

#### Scope

This policy applies to all employees, full-time, part-time, temporary, seasonal, interns, fellows, and volunteers engaged by the City of Providence, excluding Sworn officers of the Providence Police Department and Providence Fire Department. It also applies to contractors, vendors, and any individual(s) conducting business on behalf of the City of Providence.

#### Definitions

**Workplace:** Any property, facility, or location where the City of Providence conducts business. This includes City-owned or leased buildings, vehicles, grounds, parking lots, and off-site locations where employees conduct City-related work (e.g., client meetings, conferences, or event venues).

**Weapon:** Any object, device, or instrument that is designed, used, or capable of causing injury, or threatening the safety of individuals.

Examples of weapons are any instrument that is capable of firing or launching a projectile which includes, but is not limited to, any type of firearm (metal or plastic), crossbows, bows and arrows, slingshots, stun guns; ammunition, explosives, metal/brass knuckles, nunchucks, knives not used for food, work, or tool utility, and any other items deemed dangerous or capable of causing harm.

**Visitor:** Any person entering the workplace who is not an employee, including contractors, clients, vendors, and members of the public.

#### Policy

Ensuring a safe work environment and the prevention of workplace violence is of paramount importance to the City of Providence. The following outlines prohibited actions, exemptions and reporting mechanisms.

##### 1. Prohibited Actions

The City of Providence strictly prohibits:

- A. The City of Providence prohibits the wearing, transporting, storage, or presence of firearms or other dangerous weapons in city facilities or on city property, including anywhere that city business is conducted, such as customer, client, or constituent locations, trade shows, restaurants, city event venues, including while operating or riding in city owned or leased vehicles.
- B. Employees are prohibited from displaying, brandishing, discharging, or otherwise using any weapons, making threats, or engaging in any other acts of violence.
- C. Neither an employee's off-duty military or reserve personnel status, nor an employee's possession of an active conceal and carry permit issued by the State of Rhode Island, exempts them from this policy.

##### 2. Exemptions

This policy does not apply to the following situations:

- A. Sworn officers of the Providence Police Department.
- B. Sworn members of Providence Fire Department.
- C. Individuals participating in military activities or lawfully ordered duties as part of official law enforcement, state or federal service.
- D. Self-defense sprays (e.g., pepper spray or mace) when carried for personal protection, provided they are kept in the employee's personal belongings and are stored out of sight. The spray must be contained in a commercially manufactured capped aerosol device containing no more than four (4) ounces of spray with less than 10% concentration of capsicum.
- E. Serving utensils and tools used in the course of food preparation and service.
- F. Sporting equipment, such as baseball bats, golf clubs, or martial arts equipment, stored in an employee's vehicle for personal use. Firearms are not considered sporting equipment for the purposes of this policy.

3. **Reporting and Accountability**

Any employee who becomes aware of a weapon or threat of violence is required to report it immediately to their supervisor, Department of People and Culture, and/or building security personnel. Employees are encouraged to be vigilant and aware of any actions or behaviors that could signal potential threats and take proactive steps to report them.

4. **Compliance**

Failure to comply with this policy may result in disciplinary action, up to and including immediate termination. The City maintains a **zero-tolerance** regarding weapons in the workplace. In cases of illegal activity, law enforcement will be contacted. The City of Providence is committed to taking swift action to protect the safety and well-being of all employees and visitors.

**Related Policies:**

Workplace Violence Prevention Policy  
Workplace Violence Prevention Plan  
Discipline Policy  
Code of Conduct

**Other Related Information:**

[Local 1033 Collective Bargaining Agreement](#)  
[R.I.G.L § 11](#)