



NEVADA DEPARTMENT OF CORRECTIONS  
ADMINISTRATIVE REGULATION

**SUMMARY OF CHANGES**  
**AR 412 – ARMORY WEAPONS AND CONTROL**  
**Effective PENDING**

Description	Section Number
Defined which staff can be assigned to armed posts.	412.03
Added the weapons that are authorized and eliminated the shotgun.	412.02
Added Inspector General having authorized weapons.	412.02.3.G
Added storage of firearms.	412.04
Incorporated Ordnance Committee Review	412.01
Added direction	412.05
Added prohibition of altering state weapons/equipment and prohibits the use of personal weapons.	412.02.4
Other minor changes have been made in formatting for improved clarity and consistency.	

\_\_\_\_\_  
James E. Dzurenda, Director

\_\_\_\_\_  
Date

This summary of changes is for training record purposes only. You must also consult the Administrative Regulation and/or Manual for proper instructions.

I, \_\_\_\_\_, acknowledge receipt of this Summary of Changes and understand it is my responsibility to implement into the course of my duties.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



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NEVADA DEPARTMENT OF CORRECTIONS  
ADMINISTRATIVE REGULATION

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**ARMORY WEAPONS AND CONTROL  
ADMINISTRATIVE REGULATION – AR 412**

**SUPERSEDES:** AR 412 (04/08/11); and AR 412 (Temporary, 08/11/14); AR 412 9/16/14,  
AR 412 (Temporary, 11/3/16); AR 412 11/16/16

**EFFECTIVE DATE:** PENDING

**AUTHORITY:** NRS 209.131

**RESPONSIBILITY**

The Director of the Nevada Department of Corrections (NDOC and Department) is responsible for the implementation of this Administrative Regulation (AR).

The Wardens will ensure that their appropriate assigned subordinate supervisors have read and understand this regulation.

The Associate Wardens will ensure that their appropriate assigned subordinate supervisors have read and understand this regulation.

Supervisors will ensure that their appropriate subordinate staff members have read and understand this regulation.

Designated staff members will know, comply with, and enforce this regulation.

If, and where applicable, offenders will know and comply with this regulation.

**412.01 ARMORY PROCEDURES**

- ~~1. Only employees qualified to carry firearms shall be assigned to positions that are not accessible to inmates, i.e., towers, gun walks, mobile patrols, etc., except in emergencies.~~
- ~~2. An Armory Officer will be designated by the Warden to maintain Armory Operations.~~

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3. ~~When weapons or ammunition are delivered to the armory, the armory officer will receive and sign for the number of boxes or packages.~~
    - A. ~~Packages or boxes will remain unopened.~~
    - B. ~~The armory officer will notify the Warden and designated Associate Warden of the arrival.~~
    - C. ~~The Warden/designee will designate representatives to jointly receive and cause the weapons and ammunition to be properly inventoried.~~
    - D. ~~When weapons and/or ammunition are delivered to, or unloaded at the supply warehouse, they will immediately be placed in a secured area and a call will be placed to the designated Associate Warden who will immediately send a qualified post-certified officer to pick up the property and lock it in the armory.~~
  4. ~~A monthly inventory will be conducted at all institutional Armory's and Post where weapons and ammunition is stored or maintained. The inventory will be sent to and reviewed by the Warden of the institution and copies will be retained on file.~~
  5. ~~The Warden will immediately report to the appropriate Deputy Director any weapons reported missing, broken, damaged, lost or stolen. Follow up written documentation will also be sent to the Director via the appropriate Deputy Director as well as the Office of the Inspector General using the NOTIS incident function.~~
  6. ~~A classified manual has been developed to provide details of the operation of the armory.~~
  7. ~~All institutions will develop written procedures that are in compliance with the regulation for the handling, storage, and issuing of weapons.~~

#### **412.01 ORDNANCE COMMITTEE REVIEW**

1. The Director, through the Deputy Director of Operation has the overall responsibility for the implementation of this Administrative Regulation. It is further the responsibility of the Deputy Director of Operations to hold quarterly meetings of the Ordnance Committee. Recommendations for new Ordnance will be forwarded to the Deputy Director of Support Services for funding.
2. Under the Direction of Deputy Director of Operations, the Employee Development Administrator will have the responsibility for ensuring that each facility has an accurate inventory of all weapons and ammunition.
3. Each Warden is responsible for the accurate inventory and control of all weapons and munitions that their respective facility through the Associate Warden of Operations.

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4. Camps and Transitional Housing Facilities will maintain accurate inventories of any munitions, tasers, Oleoresin Capsicum (OC) canisters, handguns, rifles that they may have at their facilities.
  5. An Armory Officer under the direction of the Associate Warden of Operations is responsible for the day-to-day operation of the Armory.
  6. It is the responsibility of the Support Services Division to secure Legislative funding for the annual replacement of 25% of the total Lethal and Less-Lethal Munitions for the Department.

#### **412.02 AUTHORIZED ARMORY EQUIPMENT**

1. The following list of Armory Weapons and equipment is the only items authorized to be stored, issued and or used by the facilities.
2. Any changes, additions or deletions to this list of authorized items must be approved prior by the Deputy Director of Operations
3. Authorized items are listed and categorized as:

##### **A. Firearms**

- 1) Glock 22 Handgun (Ely State Prison Only)
- 2) Ruger Mini 14 .223 Rifle
- 3) Remington 870 Shotgun Glock 17 Handgun
- 3)4) Glock 19 Handgun (Central Transportation Only)

##### **B. Firearms Ammunition**

- 1) .40 caliber ~~180—185~~ 165 grain hollow point ~~pistol~~handgun ammunition (Ely State Prison Only)
- 2) .223 55 grain soft point caliber rifle ammunition
- 3) ~~00 Buck Shotgun ammunition~~ 9mm 124 grain hollow point handgun ammunition
- 4) 7 ½ bird shot ammunition .40 caliber full metal jacket handgun ammunition (Training Ely State Prison Only)
- 4)5) 9mm full metal jacket handgun ammunition (Training)

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### C. Less Lethal Projectile Launchers and Munitions

- 1) ~~37 mm Launcher~~ Defense Technologies Penn Arms 40mm Single Shot Launcher
- 2) Penn Arms 40 mm Multi-Shot Launcher ~~Defense Technologies~~
- 3) ~~FN-303 Pepper ball Launcher~~ AMTEC Less-Lethal Systems Incorporated (ALS) 40mm Single and Multi-Shot Launcher (High Desert State Prison (HDSP) – Correctional Emergency Response Team (CERT) Authorized Only)
- 4) ~~CTS wood baton round~~ All Combined Systems Incorporated (CSI) munitions as authorized by the Wardens and approved by the Deputy Director of Operations.
- 5) ~~CTS Multiple Stinger Round~~ All ALS munition limited to stock on hand. (HDSP CERT only and to be phased out through use and expiration.)
- 6) ~~CTS Flash Bang round~~ Pepperball launchers and rounds as authorized by the Wardens and approved by the Deputy Director of Operations
- 7) ~~Defense Technologies Fin Stabilized round~~
- 8) ~~Defense Technologies Rubber Stinger Round (shotgun fired)~~
- 9) ~~Popper Round (shotgun fired)~~
- 10) ~~Bean Bag fired round~~
- 11) ~~CTS Supersock Shotgun Fired Round~~

### D. Handheld and Aerosol~~launched~~ munitions

- 1) ~~Smoke Grenades Hand Launched~~ All Sabre Red Aerosol products as authorized by the Wardens and approved by the Deputy Director of Operations.
- 2) ~~Triple Chaser Hand Launched~~ All CSI products as authorized by the Wardens and approved by the Deputy Director of Operations.
- 3) ~~Flameless OC Grenade~~ All ALS products are limited to stock on hand. (HDSP CERT only and to be phased out through use and expiration)
- 4) Rubber Grenade

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#### E. Less Lethal Hand Deployed Devices

- 1) ~~PR-24 Side Handle Baton~~ All ASP Collapsible Batons as authorized by the Wardens and approved by the Deputy Director of Operations.
- 2) ~~Wooden or Composite Straight Baton~~ All TASER Conducted Energy Weapons (CEW) as authorized by the Wardens and approved by the Deputy Director of Operations.
- 3) ~~Collapsible baton~~
- 4) ~~OC Spray 1.33% Concentration~~
- 5) ~~Taser Electronic Control Device (ECD)~~
- 6) ~~RACC type control belt~~

#### F. Emergency Response Equipment

- 1) Capture Shield
- 2) Riot Shield
- 3) ~~Nova Electronic Control Device Shield (ECD)~~
- 4) 3 Riot Control Helmets
- 5) 4 Riot Control Protective Vests
- 5) Elbow, Shin and Knee Pads
- 6) Avon Protection C-50 Twin Gas Mask (ESP (Avon PC50 and FMWCC (Honeywell) will phase out their current masks through use and expiration.)

#### G. Office of the Inspector General

- 6) 1) The Office of the Inspector General will utilize firearms, less-lethal products, munitions, and ammunition as authorized by the Director of the Nevada Department of Corrections.

4. The Nevada Department of Corrections strictly prohibits using personal firearms or equipment on department property or on duty. Furthermore, staff are not permitted to alter any state-owned firearms or equipment in any way. All firearms issued by the state

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of Nevada Department of Corrections must be kept in their original factory condition and properly maintained.

### **412.03 ARMORY PROCEDURES**

1. Only correctional staff trained in Use-of-Force and range ~~employees~~ qualified to carry and use firearms shall be assigned to positions that are not accessible to offenders, i.e., towers, gun walks, mobile patrols, etc., except in emergencies.
2. An Armory Officer will be designated by the Warden to maintain Armory Operations to include an accurate inventory of all weapons, ammunition, and to ensure that the weapons are in good repair and that the ammunition has not expired.
3. When weapons or ammunition are delivered to the ~~A~~armory, the ~~A~~armory Officer and designated Lieutenant or Sergeant will receive and sign for the number of boxes or packages.
  - A. Packages or boxes will remain unopened.
  - B. The Armory Officer will notify the Warden and designated Associate Warden of Operations of the arrival of any weapons and ammunition.
  - C. The Warden or Associate Warden/~~designee~~ will designate the Armory Officer and a Lieutenant or Sergeant to jointly receive and physically count the weapons and ~~representatives to jointly receive and cause the weapons and~~ ammunition to be properly inventoried. The inventory log will be signed and dated by both of these staff members.
  - D. When weapons and/or ammunition are delivered to, or unloaded at the supply warehouse, they will immediately be placed in a secured area and a call will be placed to the ~~designated~~ Associate Warden of Operations who will immediately send a qualified POST~~post~~ certified officer to pick up the property and lock it in the armory.
4. A monthly inventory will be conducted at all institutional Armories~~y~~ and Posts where weapons and ammunition ~~is~~are stored or maintained. The inventory will be sent to and reviewed by the Warden of the institution and copies will be retained on file. This data will also be transferred to the Master Armory Spreadsheet on the Stewart Shared Drive.
5. The Warden will immediately report to the ~~appropriate~~ Deputy Director of Operations any weapons reported ~~missing~~, broken, damaged, lost or stolen. Follow-up written documentation will also be sent to the Director via the appropriate Deputy Director of Operations as well as the Office of the Inspector General using the Nevada Offender Tracking Information System (NOTIS) incident function.

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6. Each Institutional Armory shall have a sign in and sign out log for personnel, as well as a sign in and sign out log for all weapons and ammunition. The Armory Officer is responsible to ensure that all staff comply with signing themselves, weapons, and ammunition, in and out of the log. ~~A classified manual has been developed to provide details of the operation of the armory.~~
  7. All institutions will develop written procedures that are in compliance with the regulation for the handling, storage, and issuing of weapons.
  8. The Inspector General, Employee Development Administrator, Transitional Housing, Camp Managers, and the Central Transportation Lieutenant are responsible for ensuring that the above procedures are followed in their respective areas.

#### **412.042 STORAGE OF FIREARMS ~~AUTHORIZED ARMORY EQUIPMENT~~**

##### 1. Firearm and Less Lethal Storage in Armory

###### A. Rifles shall be stored in the following manner:

- 1) Safety on “safe”
- 2) Chamber empty
- 3) Bolt closed
- 4) Magazine loaded to capacity and stored separately from the weapon

###### B. Handguns shall be stored in the following manner:

- 1) Chamber empty
- 2) Slide closed
- 3) Magazine loaded to capacity and stored separately from the weapon

###### C. PepperBall Launcher shall be stored in the following manner:

- 1) Chamber empty
- 2) Fully Decompressed
- 3) Munitions stored separately from the weapon

###### D. 40MM Launcher shall be stored in the following manner:



1) Chamber empty

2) Munitions stored separately from the weapon

E. Visual/Audio Distraction Device (Flash Bang) shall be stored in the following manner:

1) In a Fire-Rated Cabinet

2) Pin in the grenade

F. Conducted Energy Weapons (TASER) shall be stored in the following manner:

1) Safety on “safe”

2) Battery inserted and locked into place

3) Cartridges stored separately from the weapon

4) Batteries must be above 20% capacity

G. Chemical Agents shall be stored in the following manner:

1) In a secured cabinet or room

2) Pin in for MK9s and Titan Can

3) MK46 – Pin in and Nitrogen cannister stored separately

#### **412.05 REQUESTS FOR MUNITIONS**

1. Requests for Munitions will be completed using the Nevada Department of Corrections Munitions Purchase Justification Form.

2. This form will be signed by the Warden of the Facility and the Deputy Director of Operations.

3. This form will then be submitted to the proper Budget Analyst for processing.

#### **APPLICABILITY**

~~—This Administrative Regulation is applicable to all employees of the Department.~~

1. This Administrative Regulation requires an Operational Procedure for all institutions/facilities.

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2. This Administrative Regulation requires an audit.

## REFERENCES

ACA Standards, [5<sup>th</sup> Edition 5-ACI-3A-28, 5-ACI-3A-29, 5-ACI-3A-30, 5-ACI-3A-314<sup>th</sup> Edition, 4-4200, 4-4201](#)

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James E. Dzurenda, Director

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Date