

PHOENIX FIRE DEPARTMENT

VOLUME 1 – Operations Manual

WEAPON PURCHASE UPON RETIREMENT

MP106.02 11/08 – R

PURPOSE

This procedure defines the process for weapon purchase upon retirement for any Fire Department employee issued a weapon for use in the line of duty.

SUBMISSION OF REQUEST

An employee wishing to purchase a weapon upon retirement must submit a request in writing to the Fire Chief through the Fire Marshal, 90 days prior to retirement date. The barrel length, make, model number and serial number will be included in the written request, e.g. 2" S & W, Model 60, Ser. No. R249066.

PROCESSING REQUEST

If the Fire Marshal endorses the request, the memo will be initialed and forwarded to the Administrative Services Officer for preparation and submission of a Request for Council Action (RCA) to City Council for approval.

NOTIFICATION

After City Council action has been taken on request, the Administrative Services Officer will notify the Fire Marshal of Council approval/disapproval. The Fire Marshal will then notify the employee requesting the weapon purchase.

COST

Purchase price will be at the current replacement cost to the Fire Department. Purchase will be acceptable only in the form of cashier's check or money order made payable to the City of Phoenix Fire Department on/or prior to the last day of employment.

PURCHASE

Weapons, approved for purchase, are available for sale at the Materials Management Section of Resource Management.

DURATION OF ELIGIBILITY

If the weapon is not purchased prior to retirement, it will no longer be eligible for purchase, as authorization for purchase will automatically be rescinded.