



DEPARTMENT OF THE ARMY  
INSTALLATION MANAGEMENT COMMAND  
HEADQUARTERS, U.S. ARMY GARRISON FORT GREELY  
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FORT GREELY, ALASKA 99731-1269

AMIM-AKG-LP

13 March 2026

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Installation Policy Memorandum #13, Privately Owned Weapons

1. Purpose: This memorandum establishes policy, responsibilities, and procedures for the control and security of privately owned weapons and ammunition on Fort Greely.

a. References. AR 190-11, Physical Security of Arms, Ammunition, and Explosives, 17 Jan 2019; AR 195-5, Evidence Procedures, 25 Aug 2019; AR 710-2, Secondary Item Policy and Retail Level Management, 1 Jul 2024; 18 U.S.C. § 922(g)(9) (Lautenberg Amendment).

b. Compliance:

(1) Military personnel who fail to comply with this memorandum are subject to judicial or non-judicial action under the Uniform Code of Military Justice (UCMJ), or appropriate administrative action.

(2) Government employees and civilians who violate this memorandum may be subject to prosecution in the U.S. Magistrate Court, barred from post, referred to civilian authorities, or subject to disciplinary and administrative action under applicable civilian personnel regulations.

(3) Weapons used, possessed, transported, or stored in violation of this memorandum may be temporarily seized or permanently confiscated.

(4) It is unlawful for any person subject to this memorandum to:

(a) Fail to register, store, or transport a firearm as required by this policy.

(b) Possess, store, or bring onto the installation any item prohibited by this memorandum.

(c) Transport a firearm through an Access Control Point without declaring the weapon and providing proof of registration as outlined in paragraph 3 of this policy.

c. Applicability: This policy does not relieve individuals from complying with applicable federal, state, and local laws concerning the possession, purchase, sale, transfer, and transport of firearms or other weapons.

2. Responsibility:

a. Directorate of Emergency Services (DES)

(1) DES has overall responsibility for maintaining the firearm registry program; the administrative function of inputting data falls within the purview of Visitor Control Center (VCC) personnel.

(2) The Department of the Army Law Enforcement Reporting and Tracking System (ALERTS) will serve as the installation's privately owned weapons registry.

b. Commanders will:

(1) Ensure that privately owned weapons and ammunition stored in unit arms rooms are maintained separate from military arms, ammunition, and explosives (AA&E). AR 190-11, paragraph 4-5, provides specific guidance concerning storage of privately owned weapons and ammunition in arms rooms.

(2) Use procedures in AR 710-2 (Supply Policy Below the National Level) to account for and inventory privately owned weapons and ammunition.

(3) Post the FAQ handout in Appendix A of this memorandum on unit bulletin boards.

(4) Verify proof of legal ownership of firearms and that the individual is not prohibited from owning a firearm (see AR 190-11, paras 4-5c(4)(a) through 4-5c(4)(f)) for all unit personnel residing on Fort Greely. The unit will approve registration requests, in writing, to the Fort Greely Visitor Control Center for firearms registration. This approval will also document that the Soldier or Family member has received appropriate safety training on the use and storage of the firearm and is knowledgeable of federal, state, or local laws or ordinances concerning the possession, use, and transportation of the firearm.

(5) Notify the Fort Greely Police Department (FGPD) immediately upon discovery of loss of accountability of privately owned weapons stored in unit arms rooms.

c. Reporting Loss/Theft. Any person with knowledge regarding the loss, theft, or recovery of a privately owned weapon on Fort Greely will immediately notify the FGPD at (907) 873-2677/COPS.

3. Weapons Registration:

a. Personnel required to register privately owned weapons.

(1) All personnel residing on the installation must register their privately owned weapon(s) if that weapon is maintained on the installation.

(2) This requirement applies regardless of personnel category (military, family member, guest, DA Civilian employee, contractor, unaffiliated civilian, etc.) and regardless of which of the two authorized locations (family housing/lodging or unit arms room) is used for storage of the weapon(s).

b. Personnel not required to register firearms: Normally, personnel residing off post are not required to register their privately owned weapons or firearms. The only time such personnel are required to register their privately owned firearms is if the firearm is brought onto Fort Greely for any purpose or length of time.

c. Personnel not authorized to register firearms or transport firearms onto Fort Greely.

(1) Any person convicted of a felony, or any person convicted of a crime within the purview of the Lautenberg Amendment.

(2) Any person who is a fugitive from justice.

(3) Any person who has been convicted in any court or punished under Article 15, UCMJ, for possession or use of marijuana or other dangerous drugs.

(4) Any person who is presently declared mentally incompetent by a recognized governing authority in mental health, or legal authority to declare such.

(5) Any civilian or family member under the age of 18.

d. Period to Register Firearms: Firearms must be registered within five days of arrival of the weapon on the installation in the case of a permanent change of station. In all other cases (such as the purchase of a new firearm), registration must be completed.

within one working day or, in the event of weekends or holidays, on the next working day at the Fort Greely VCC.

e. Registration Procedure.

(1) All firearms registration is conducted at the Fort Greely VCC.

(2) The following information is required for each firearm to be registered: caliber, type, serial number, make, model, action, and finish. Personnel WILL NOT bring the firearm to the VCC when registering weapon(s). It is a violation of this policy to provide inaccurate or misleading data when registering a firearm.

(3) Upon completion of the registration process, the registrant will receive a computer-generated Weapons Registration Form (printout) as a record of entry into the ALERTS database. Anytime the weapon is brought onto the installation, the weapon must be declared, and the registration must be presented to personnel at the Access Control Point. Personnel without this document and carrying a firearm will not be authorized to bring the weapon onto the installation.

f. Clearing Registration: The following applies to personnel departing or selling previously registered firearms on Fort Greely:

(1) Personnel departing the installation on a permanent change of station (PCS) or for other authorized purposes must out-process and clear weapons registration through the VCC, whether they have firearms registered or not. Unit or activity check-out sheets will annotate clearance with the VCC in all cases.

(2) Those personnel who are PCSing to another Army installation do not need to remove their firearms from the weapons registration system; weapons registration records are maintained in a central database and are therefore transferable. Individuals desiring to keep weapons registration information in the ALERTS database upon PCS will notify the VCC clerk at the time of clearing.

(3) Sale, transfer of ownership, or change of residence to an off-post location.

(a) Personnel who have registered a firearm and no longer own or have legal possession of the firearm must clear that firearm from the central database at the VCC.

(b) Personnel who have registered a firearm and no longer reside on the installation are no longer required to maintain that registration. In such cases, that firearm can be cleared at the VCC.

4. Privately Owned Firearms and Ammunition on Fort Greely will be transported on as direct a route as practical to and from hunting areas, target ranges, or to off-post activities (if residing on post).

a. Privately owned weapons carried in a vehicle, will be secured in the trunk. For vehicles without a trunk, firearms will be encased in a container other than the glove compartment and carried in such a manner that arms will not be readily available to the driver or passengers. Commercially available trigger locks and other security devices are strongly recommended to deter and prevent loss or theft.

b. At no time will firearms be loaded while they are being transported on Fort Greely. A loaded firearm is defined as a rifle, shotgun, or semi-automatic pistol with a round in the chamber. Revolvers are considered unloaded only if every chamber of the cylinder is empty. During transportation, removable magazines may be loaded but not inserted into the firearm. Firearms with integral or non-removable magazines may only be transported on the installation with empty magazines.

c. Firearms used for personal protection may be transported in a holster or weapons case while operating an off-road vehicle (ORV), provided a direct route is taken on or off the installation. At no time may the weapon be loaded during transportation on the installation.

d. Personnel not affiliated with Fort Greely or Department of Defense must successfully pass an NCIC III background check via APSIN before authorization to access the installation will be granted. Non-affiliated personnel who are granted access via the above process and issued a Fort Greely pass may transport weapons onto the installation in accordance with this policy and will comply with all applicable local, state and federal regulations concerning firearms ownership, storage and carry. Weapons transported onto the installation must be registered with the Visitor Center and only brought onto the installation for authorized activities. WEAPONS ARE NOT AUTHORIZED IN THE VISITOR CENTER FOR REGISTRATION OR ANY OTHER REASON.

5. Storage of Firearms and Other Weapons on the Installation:

a. Authorized storage locations for privately owned weapons.

(1) Firearms and ammunition are authorized to be stored in on-post quarters and post lodging provided they are properly secured. Firearms will be secured in either a locked container or provided with a trigger lock. Ammunition for the firearm will be secured separately from the firearm in a locked container. At no time may firearms be stored in privately owned or U.S. Government vehicles.

(2) Personnel living or staying in barracks are NOT AUTHORIZED to store their privately owned firearms in their assigned rooms. They may store their registered weapon at the home of another person either on or off the installation as long as the location where the weapon is stored meets the provisions of this policy as an authorized location. Individuals may also store privately owned firearms and ammunition in the arms room of the unit to which they are, or will be, assigned, attached, or otherwise affiliated.

(3) Privately owned firearms stored in unit armories will be stored separately from military AA&E. Units to which newly arrived or TDY Soldiers are assigned or attached are responsible for the storage of their firearms and ammunition in their unit arms room, pursuant to the provisions of this policy. Commanders must ensure that their unit standing operating procedures (SOPs) address receipt and storage of weapons and ammunition after normal duty hours.

(4) Except as specifically directed by the Garrison Commander, the Fort Greely Police Department arms room will not be used for the permanent or temporary storage of privately owned firearms.

b. Storage requirements for privately owned weapons other than firearms.

(1) Air rifles, air pistols, starter pistols, slingshots, spear guns, crossbows, long bows, compound bows, blowguns, paintball guns, or other missile-launching devices must be stored and transported in accordance with the requirements for firearms specified in this policy.

(2) No registration is required for these weapons. Use of these weapons is prohibited on the installation, except in locations designated by the Garrison Commander.

(3) The provisions of this policy also apply to the transport of these weapons to aid in unit or individual proficiency training or for hunting/fishing when regulations permit.

6. Purchase of Firearms:

a. Personnel purchasing firearms shall abide by all state and federal statutes governing the sale, transfer, or possession of firearms.

b. Exemptions: Nothing in this memorandum shall prohibit:

(1) Service members or government employees, while in the performance of official duties, from possessing or using military weapons, military ammunition or explosives, or other military devices for training or for other authorized purposes as prescribed by applicable Army or Department of Defense regulations.

(2) Civilian law enforcement personnel, while in the performance of official law enforcement duties, from possessing or using duty or privately owned weapons, ammunition, explosives, or other devices in a lawful manner, as prescribed by applicable laws or the orders of lawful superiors.

(3) Government contract employees, while in the performance of their contractual duties, from possessing or using authorized weapons, ammunition, explosives, or other devices in accordance with the provisions of their contract and as determined by the authorized Contracting Officer. This includes driving to and from their workplace in uniform, if applicable.

(4) Individuals with a Class III Federal Firearms License from possessing or transporting Class III weapons in accordance with applicable local, state, and federal regulations.

(5) Individuals from possessing, carrying, transporting, or storing decorative, ornamental, or ceremonial swords and/or sabers within the confines of the installation when used strictly for display and ceremonies. When carried or intended to be used as a weapon, they become prohibited items.

(6) Authorized carriers of household goods and authorized carriers for the Army and Air Force Exchange Service (AAFES) or Family and Morale, Welfare and Recreation (FMWR) contained in authorized household goods, ordered and shipped by AAFES or contracted carrier, or owned by FMWR for the purposes of recreation.

## 7. Prohibited Weapons and Prohibited Acts

a. Except as otherwise provided by this policy, the following acts or items are prohibited on Fort Greely:

(1) Carrying of concealed firearms or weapons.

(a) No person, unless in the performance of official duties as approved by the Garrison Commander, Deputy Garrison Commander, Director of Emergency Services, or the Chief of Police on his/her behalf, or as otherwise approved by the provisions of this policy, may attempt to enter, carry onto, or carry concealed on their person a weapon or firearm while on Fort Greely.

(b) Fort Greely is a U.S. Federal Reservation. As such, state-issued concealed weapons permits are not recognized or valid on Fort Greely. Therefore, all persons entering Fort Greely must comply with all the provisions of this policy, regardless of whether they hold a state-issued concealed weapons permit. This includes all personnel who enter through any Access Control Point (ACP).

(c) A person commits the offense of carrying a concealed weapon when he/she knowingly has or carries about his/her person, unless in an open manner and fully exposed to view, any bludgeon, metal knuckles, firearm, or knife designed for the purpose of offense and defense, or any other dangerous or deadly weapon or instrument of like character, outside of his/her home or place of business.

(2) Knives with automatic blade openers (switchblades, ballistic knives, gravity knives, stiletos).

(3) Brass knuckles or any similar device fitting over or concealed in the hand, including knuckle knives.

(4) Blackjacks, slappers, saps, riot clubs, night sticks, lead or iron pipes, rubber or plastic hoses wrapped with tape or filled with sand or lead buckshot, or any other similar devices, except riot clubs and batons carried by duly constituted law enforcement officials in the line of duty.

(5) Any shotgun/rifle with a barrel length less than 18 inches or an overall length of less than 26 inches, unless an ATF Form 1 or Form 4 has been submitted and approved through the ATF.

b. Exemptions: Nothing in this regulation shall prohibit the following:

(1) Military members or Department of Defense (DoD) civilian employees from possessing fixed or folding bladed knives, military weapons, military ammunition, or explosives in a lawful manner while in the performance of their duties or for training or other authorized purposes as prescribed by applicable Army or Department of Defense regulations.

(2) Agencies or individuals from possessing, transporting, storing, selling, or using fixed or folding bladed knives when used for their lawful purpose (e.g., steak knives, cooking knives, hunting knives).

8. Minors: Individuals less than 18 years of age will not transport or use privately owned firearms on the installation unless accompanied by an adult.

9. Disposition of Seized Contraband: All privately owned weapons, ammunition, and prohibited items seized pursuant to this policy will be treated as evidence of a crime, pending adjudication. Seized contraband will be processed in accordance with AR 195-5, Evidence Procedures.

10. The Garrison Commander may, without notice, modify or change this policy; in addition, the Garrison Commander may at any time suspend this policy or make exceptions to this policy.

11. Point of contact for this policy is Mr. Robert W. Mathews Jr., Physical Security Specialist, at (907) 873-4120.

Encls  
Appendix A

ALISSA L. CLARK  
LTC, AD  
Commanding

DISTRIBUTION:  
A (FGA)  
FGA External Website  
FGA SharePoint Portal  
North Haven Communities

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49th Missile Defense Battalion Doyon Utilities

Missile Defense Agency

Arctic Regions Test Center

Appendix A

Handout/Bulletin Board Item – Privately Owned Firearms  
Frequently Asked Questions (FAQs)

1. Who may purchase firearms? To purchase a handgun in Alaska, an individual must be 21 years or older and must be a resident of the state. The age at which a person can purchase a shotgun or rifle is 18.

2. Who may not possess firearms under the provisions of the Lautenberg Amendment? Those convicted of misdemeanor crimes of domestic violence may not ship, transport, possess, or receive firearms or ammunition. The amendment also makes it a felony to transfer a firearm or ammunition to an individual known, or reasonably believed, to have such a conviction.

3. Where may privately owned firearms and ammunition be stored on Fort Greely? There are three authorized storage locations on post for privately owned firearms and ammunition: (1) On-post quarters and post lodging (properly secured with a locked container or trigger lock; ammunition stored separately in a locked container). Firearms may not be stored in privately owned or U.S. Government vehicles. (2) Unit armories. (3) The Fort Greely Police Department arms room only when specifically directed by the Garrison Commander.

4. Who must register firearms on Fort Greely, and where do I do this? You must register your privately owned firearms if you will be storing them on post or transporting them on post. Minors may not register firearms. This applies to residents in family housing, barracks, TDY, guests, or any other presence on Fort Greely. Personnel living and storing their firearms off post do not need to register them. To register firearms, go to the Visitor Control Center at the main gate with the following information for each firearm: caliber, type, serial number, make, model, action, and finish. Do not take the firearm itself to the Visitor Center—just the information. You must keep the computer-generated printout on your person when transporting the firearm on post.

5. How are firearms to be transported on Fort Greely? Firearms must be unloaded and may be carried in the trunk or the passenger compartment of the vehicle, not in open view. In all cases the firearm must be unloaded and must be either locked in a hard-sided case or maybe inside a soft case with a trigger lock or cable lock installed.

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6. I have a state-issued concealed weapons permit; how does that apply on Fort Greely? Fort Greely is a U.S. Federal Reservation. As such, state-issued concealed handgun permits are not recognized or valid on Fort Greely. You may not carry concealed handguns (or other concealed weapons) on post at any time.