

Authored By: Tom Walker		<b>Marathon Petroleum Company LP</b>  <b>Firearms Approval Form</b>	Doc No.: RES-2012-1020-02-GV-FORM-A
Doc Custodian:	ES&S		Louisiana Refining Division
Approved By: ES&S Manager			Refinery Security Procedure
Date Approved: 10/27/2021			Next Review Date: 10/27/2024

**FIREARM APPROVAL FORM**

Name (Please Print): \_\_\_\_\_ Date: \_\_\_\_\_

Permit Number (if applicable): \_\_\_\_\_ Permit Exp. Date: \_\_\_\_\_

Vehicle Make/Model: \_\_\_\_\_ Color: \_\_\_\_\_

License Plate No.: \_\_\_\_\_ State: \_\_\_\_\_

Alt. Vehicle Make/Model: \_\_\_\_\_ Color: \_\_\_\_\_

License Plate No.: \_\_\_\_\_ State: \_\_\_\_\_

Description of Firearm(s)—include firearm type (handgun, shotgun, rifle, assault rifle, etc), make, model and caliber (attach additional pages if necessary):

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In Louisiana only, any person who lawfully possesses a firearm may keep that firearm in their privately owned vehicle only after obtaining written approval using this form. By signing this form, the employee or contractor agrees to abide by the following requirements:

1. The employee or contractor must complete and have on file with Marathon's Security department a current Firearm Approval Form. It is the employee or contractor's responsibility to request the form and ensure it does not expire.
2. The employee or contractor hereby attests to being in lawful possession of the firearm to be stored in his or her vehicle at the time this Firearm Approval Form is submitted.
3. At all times, the firarm must be kept in a locked case of locked container and hidden from plain view. In addition, the vehicle in which the firearm is stored must also be locked.

<b>Marathon Petroleum Company LP</b>	<b>Louisiana Refining Division</b>	
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4. Where an alternate parking area has been designated for persons storing firearms in their vehicles, employees or contractors storing a firearm in their vehicles must park only in that area. In these locations, employees storing a firearm in their vehicles under this addendum will be issued a color distinct parking pass that must be displayed at all times while on Company premises.
5. The employee or contractor must not return to his or her vehicle at any time during the day/shift, other than to exit the premises after his or her day/shift is complete, when a firearm is stored in the vehicle.
6. This policy applies to lawfully possessed firearms only. All other weapons are prohibited (including non-firearm weapons typically used for hunting) on Company premises regardless of whether a Firearm Approval Form has been filed.

Under no circumstances may any employee or contractor store a firearm in a company owned, leased or rented vehicle, even if he or she lawfully possesses such a firearm and regardless of whether he or she has filed a firearm approval form.

This Firearm Approval Form shall be valid for 3 years.

Any violation of the Company's Weapons Policy or procedures, or the requirements listed above, including a first offense, will subject a Company employee to discipline, up to and including discharge. Violations by non-company employees will result in removal from Company property indefinitely.

I have reviewed and am responsible for following the Company's Weapons Policy and the Weapons Policy Addendum for Louisiana sites.

\_\_\_\_\_  
Signature    Date:    ID Badge No.

\_\_\_\_\_  
Approver's Signature    Date:    ID Badge No.

**REVISION HISTORY**

Revision #	Description of change	Written by	Approved by	Revision Date	Effective date
0	Original document	K. Accomando	Environmental Supervisor	NA	02/03/2012
1	Revision	K. Accomando	Environmental Supervisor	02/03/2013	02/03/2013
2	Reviewed	K. Accomando	Environmental Supervisor	02/28/2014	02/28/2014
3	Reviewed and updated header/footer; removed G. Watts to ES&S Manager	K. Accomando	Environmental Supervisor	02/03/2017	02/03/2017
4	Reviewed. No changes.	K. Accomando	ES&S Manager	01/27/2020	01/27/2020