



CITY OF DUBLIN
ADMINISTRATIVE ORDERS
OF THE CITY MANAGER

ADMINISTRATIVE ORDER 3.4
TO: All City of Dublin Employees
FROM: Megan D. O'Callaghan, City Manager <i>Megan O'Callaghan</i>
SUBJECT: Firearms and Weapons Policy Concerning Dublin Public Facilities
DATE: April 1, 2026
<i>Supersedes and replaces Administrative Order 3.4, dated November 1, 1993 regarding same subject.</i>
PROPONENT: Division of Human Resources

1. PURPOSE

The purpose of this Administrative Order is to set forth the City's official policy on the possession and display of firearms and weapons within all buildings and facilities owned and/or controlled by the City of Dublin.

2. POLICY

A. The City of Dublin is dedicated to providing a healthy, comfortable, productive, and safe work environment for its employees and the public, which we serve.

B. Therefore, the policy first established February 12, 1993 remains in effect that the possession and display of firearms and weapons within any building or facility, which is owned and/or controlled by the City of Dublin, shall be strictly prohibited.

C. The only permitted exception to this policy would be in the case of authorized local, state, and federal law enforcement officials. The City Manager and all Directors shall be responsible for the enforcement of this policy.

D. In accordance with Ohio Revised Code (ORC) Section 2923.16(C), individuals who lawfully possess firearms and choose to store them in their vehicles while on City of Dublin property must ensure compliance with all applicable state laws. Firearms stored in vehicles must be secured and concealed in accordance with the requirements set forth in ORC 2923.16(C), including but not limited to:

(1) The firearm must be locked in the trunk, a locked glove compartment, or in a container that is locked within the vehicle; and

(2) The individual must not unlawfully remove the firearm from the vehicle or brandish it while on City property.

(3) Failure to comply with this policy or relevant provisions of the Ohio Revised Code may result in disciplinary action, criminal penalties, or both, as applicable.