

## **Department of Administrative Services**

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## **MEMORANDUM**

Transmittal 194

**To:** Agency Human Resources Managers

From: Madilyn Zike, Chief Human Resources Officer

**Date:** January 6, 2017

**Subject:** New Policy – Weapons in the Workplace

The CHRO Policy Unit has a new State HR Policy – Weapons in the Workplace 50-010-05. The policy is effective January 6, 2017. We have also included a guide and sample procedures for agency use. Training should be available in iLearn by the end of next week.

You can find the new policy, guide and sample procedures on our policy <u>page</u>.

A special thanks to everyone who helped develop this policy.