



**DEPARTMENT OF THE ARMY**  
5TH BATTALION, 5TH AIR DEFENSE ARTILLERY REGIMENT  
3416 BABCOCK ROAD  
FORT SILL, OKLAHOMA 73503

AFVL-RJB-BC

17 June 2025

MEMORANDUM FOR ALL PERSONNEL

SUBJECT: Policy Letter 11: Security of Privately Owned Firearms, Ammunition, and Dangerous Weapons

1. References.

- a. FS Regulation 190-11-1, 21 May 2024
- b. AR 190-11, 17 January 2019

2. APPLICABILITY. This policy applies to all personnel assigned or attached to the 5th Battalion 5th Air Defense Artillery Regiment.

3. PURPOSE. This policy provides the procedures and requirements for registering and storing weapons on the installation.

4. POLICY. Personnel who desire to transport a POW onto Fort Sill will register the weapon(s) at the Fort Sill Visitors Center (Visitor Control Center Building) prior to transporting the weapon on post. Do NOT bring the weapon to the Visitor Control Center Building.

a. Personnel must register their personal weapons on Fort Sill by completing a FS Form 562 (SEP 2015). Personnel registering a weapon will require, at a minimum, their Battery/Company Commander's approval and signature on the FS Form 562. These forms are available on the Fort Sill website at <https://sill-www.army.mil/usag/forms.html>. Commanders will conduct a counseling with Soldiers requesting to register a personal weapon on a DA Form 4856. The Soldier/Family member will submit the signed forms and a copy of the Commander's Assumption of Command orders to the Visitor Control Center Building upon registration request.

b. Full identification of the weapon described on the FS Form 562 includes the description, caliber, make, model, and serial number. A locally engraved serial number is not required; however, it is highly recommended for firearms/weapons without serial numbers. A copy of the registration must be kept with the weapon at all times while it is on the installation.

c. Only the owner of the weapon is authorized to register it on the installation. However, the dependent spouse or dependent adult will be able to register the weapon on the sponsor's behalf by presenting a notarized Power of Attorney.

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d. All personnel requesting to register a weapon onto Fort Sill must be at least 18 years of age for all weapons/long guns, and 21 years of age or older when registering handguns. All personnel **must register each firearm within 10 working days** of bringing and/or purchasing a firearm onto Fort Sill; this includes weapons purchased at AAFES. Personnel PCSing into Fort Sill are authorized to secure firearm in on post quarters until registration is completed with valid PCS orders. At no time can a firearm be removed from quarters until the weapons registration is complete.

e. All weapons brought onto the containment area (area accessed by entering the installation through a manned/controlled gate) must be registered. Military Police will take whatever actions they deem necessary for unregistered weapons brought onto the cantonment area. Once the weapon is registered, if an individual is entering the cantonment area, the driver of the vehicle must proclaim they have a registered weapon inside the vehicle to security personnel/Military Police for inspection prior to entry. The driver will obey all orders directed to them.

5. No one residing in the barracks will be permitted to possess or maintain weapons or ammunition of any type with the following exceptions: Pocketknives under 3 inches or sheath (Buck, Gerber) style knives will be permitted. Knives that are issued by the unit supply will also be permitted. All personnel residing in the barracks who own POWs will store them in unit arms rooms, IAW AR 190-11 section 4-5, or off-post. Personnel who desire to store their POWs in their unit arms room will follow the same procedures.

6. The carrying of a concealed weapon on the installation is prohibited regardless of whether a state or county permit has been obtained.

7. Privately owned firearms on the installation can only be stored in either a locked container or with an affixed trigger lock. Ammunition for the firearm will be secured separately from the firearm in a locked container. When transporting firearms, the firearm(s) must be unloaded in a gun case and separated from the ammunition.

8. Point of contact is the undersigned at [dewayne.l.deener.mil@army.mil](mailto:dewayne.l.deener.mil@army.mil)

DEWAYNE L. DEENER  
LTC, AD  
Commanding