

34.06.02.R1 *Assigned Offices Request Form*

Assigned offices, as approved by the President, for which the employee has demonstrated that the carrying of a concealed handgun by a license holder in the office presents a *significant risk of substantial harm* due to a negligent discharge.

Assigned office - an office assigned to an individual faculty or staff member that is not generally open to the public.

Significant risk - means a high probability of harm, not just a slightly increased, speculative, or remote risk.

Substantial harm - means serious injury or death of a person or persons, or destruction of valuable property.

Name Department/Unit

E-mail Address Phone Number

In accordance with University Rule 34.06.02.R1, I request that license holders be prohibited from carrying a concealed handgun in the assigned office listed below. I understand that the University will be responsible for providing notice as set forth in Section 30.06, Penal Code.

Building Room Number

Rationale for prohibition (attach additional pages if needed):

Faculty/Staff Member

Date

President

Approved / Denied

Date

The original will be returned to the faculty/staff member for retention, with copies retained by the Office of the President and University Police Department.