

Authored By: Keith Accomando		<b>Marathon Petroleum Company LP Weapons Policy Addendum for Louisiana</b>	Doc No.: RES-V013-1020-SEC-GV
Doc Custodian:	ES&S		Louisiana Refining Division
Approved By: Fritz Kin			
Date Approved: 11/15/2018		Next Review Date: 11/15/2021	Rev No: 4

### **Weapons Policy Addendum for Louisiana**

Per Marathon Petroleum Company's Weapon's Policy, the use, possession or concealment of any weapon is strictly prohibited on Company premises. However, for Louisiana sites only, employees or contractors who lawfully possess a firearm may store such firearm in his or her privately owned vehicle on Company premises, as long as the following requirements are met:

1. The employee or contractor must complete and have on file with Marathon's Security or Human Resources 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 must attest on the Firearm Approval Form that he or she is in lawful possession of the firearm to be stored in his or her vehicle at the time the Firearm Approval Form is submitted. Any false statements made by the employee or contractor on the Firearm Approval Form will subject the offending employee or contractor to immediate discharge or permanent removal from Marathon property.
3. At all times, the firearm must be kept in a locked case or locked container within the vehicle and hidden from plain view. In addition, the vehicle in which the firearm is stored must also be locked.
4. Where an alternative 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. Where alternate parking is not available, the Company will provide for temporary storage of unloaded firearms.
6. The employee or contractor must not return to his or her vehicle at any time during the day, other than to exit the premises for the day/shift.

Failure to abide by any of the foregoing requirements for storing a firearm in a privately owned vehicle on Company premises will result in disciplinary action up to and including discharge or permanent removal from Marathon property.

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.

Marathon Petroleum Company LLC	<b>Garyville Refinery</b>	
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This policy applies to lawfully possessed firearms only. All other weapons are prohibited (including those typically used for hunting) on Company premises regardless of whether a Firearm Approval Form has been filed.

Other than the process outlined above, all other aspects of Marathon Petroleum Company's Weapons Policy will apply and will be enforced.

**Addendum to Marathon Petroleum Company's Weapons Policy for Louisiana**

In order to comply with Louisiana state law, I hereby approve the attached addendum to Marathon's Weapons Policy. Such addendum shall be effective on September 1, 2011.

Approved:  Date: 11/21/11

Revision Number	Description of Change	Approved by	Revision Date	Effective Date
0	Original Approval	Keith Accomando	12/05/2011	12/05/2011
1	2 year review	Keith Accomando	11/22/2013	11/22/2013
2	2 year review	Keith Accomando	11/11/2015	11/11/2015
3	Update Header and Footer	Keith Accomando	06/21/2016	06/21/2016
4	Update Header and Footer	Keith Accomando	11/15/2018	11/15/2018