

GENERAL LICENSING CONDITIONS FOR LICENCE TO DEAL IN ARMS

1. The licensee may only deal in the following types of arms as stated in the licence unless otherwise approved by the Licensing Officer in writing.
2. The licensee is required to maintain stock books/ records showing the following particulars: -

Arms Stock Book/ Record

- (a) Date of Import/ Export
- (b) Licence Number
- (c) Imported/ Purchased From
- (d) Address of Buyer
- (e) Types of Arms

Arms Sales Book/ Record

- (a) Sale of Arms
- (b) Licence Number
- (c) Names of Purchaser
- (d) Passport/ NRIC No.
- (e) Types of Arms

3. The licensee shall keep all stock and sales records for a period of not less than 10 years from the date the record is made.
4. The licensee shall only store arms in a storage place approved by the Licensing Officer, including any temporary storage; e.g. pending delivery, while arranging for security during transportation of arms, and for repair.
5. The licensee shall ensure that once imported, all arms are immediately delivered to a storage place approved by the Licensing Officer.
6. The licensee shall deploy dedicated armed Auxiliary Police Officers (“APO”) to guard an arms consignment stored in an approved place within the Free Trade Zone (“FTZ”), if directed in writing by the Licensing Officer.
7. The licensee shall ensure that any transport of arm is escorted by a minimum of two armed APOs at all times. The licensee may only allow the armed APOs to stand down after the arm has been delivered to and secured at the approved place.
8. The licensee shall ensure that only authorised persons (i.e. the licensee himself and/or his on-duty staff, and the armed APOs assigned to perform the escort) are involved in the transportation of any arms. The licensee shall ensure that no detour takes place during the transportation of the arms.
9. The licensee shall ensure that any arm to be transported shall be jointly inspected with the armed APOs assigned to perform the escort before the transportation commences. Upon the arrival at the approved destination, the licensee shall ensure that a joint inspection is carried out by the armed APOs and the recipient before handing over the arm to the recipient.

10. The licensee shall ensure that all inspections, handing over and taking over procedures are properly documented and endorsed by all relevant parties such as the licensee, the sender, and the recipient.
11. The licensee shall ensure that no ammunition is loaded into any arm at all times.
12. Where any arm needs to be disposed of, the licensee shall dispose of it in such a manner as prescribed by the Licensing Officer.
13. The licensee is required to obtain the Licensing Officer' approval before employing any prospective employees to handle explosives, by submitting an "Application for Submission of Particulars of New Employee" using the Police Licensing Computerised System (PLUS).
14. Where any person ceases to be employed by the licensee, the licensee shall notify the Licensing Officer within 7 days of the cessation of employment by submitting an "Application for Deletion of Employee" using PLUS.
15. The licensee shall notify the Licensing Officer of any change to the business address using PLUS, at least 7 days before the change takes effect.
16. When the licensee ceases to be an employee of the company, the licensee shall notify the Licensing Officer by submitting a "Notification to Change Licensee" using PLUS, within 7 days of the cessation of employment.
17. The licensee shall immediately notify the Police if there is any:
 - (a) loss of any arms;
 - (b) entry of any unauthorised person into the approved storage;
 - (c) unauthorised person attempting to take part in any transportation of arms;or
 - (d) security or safety related incident.
18. The licensee shall allow and facilitate any audit or inspection (including any surprise check) of the arm, explosive, explosive precursor, or licensed premises by the Licensing Officer or any officer authorised by the Licensing Officer in writing. For avoidance of doubt, an authorised officer may:
 - (a) enter any licensed premises;
 - (b) inspect the licensed premises and any arm, explosive or explosive precursor found within;
 - (c) photograph or film, or make a record or sketches of, any part of the premises, or any person or thing at the premises;
 - (d) require any person on those premises to produce or grant access to, without charge, any document, information or article reasonably required, which is in the possession or under the control of that person;
 - (e) inspect and make copies of or take extracts from any such document or article; and
 - (f) take possession of such a document or article if, in the opinion of the authorised officer that the inspection or copying of or extraction from the document or article cannot reasonably be performed without taking possession, the document or article may be interfered with or destroyed unless possession is taken, or the document or article may be required as evidence in any proceedings instituted or commenced under the Arms & Explosives Act, Chapter 13.