

LICENSING CONDITIONS FOR LICENCE TO MANUFACTURE ARMS

1. The manufacture of arms shall be restricted within the approved premises as stated in the licence. Licensee shall not carry out such activities in other premises without the prior approval from the Licensing Officer.
2. The licensee shall deploy Auxiliary Police Officers (APOs) and Security Officers (SOs) to protect the premises, unless otherwise prescribed by the Licensing Officer in writing:
3. The licensee shall ensure that all persons and vehicles seeking to enter or to leave the premises are subjected to security checks by the APOs and/or SOs.
4. The licensee shall ensure that all visitors are escorted by a staff, an APO, or an SO, at all times whilst on the secured areas where activities involving arms or ammunitions are carried out.
5. The licensee shall ensure that closed-circuit television (CCTV) cameras and CCTV recording system(s) are installed and maintained in accordance with the following requirements:
 - (a) The licensee shall ensure that there are CCTV cameras covering all entrances and exits directly leading to/from:
 - i. the armoury; and
 - ii. the interior of the armoury where the arms are stored.
 - (b) At all times, the licensee shall ensure that all the conditions below are met:
 - i. each CCTV camera is positioned and angled in such a way that it can capture the face of every person entering or exiting through that doorway, or depositing, removing or handling any arm in the armoury; and
 - ii. there is an unobstructed line of sight from the CCTV cameras to the locations they are covering.
 - (c) The licensee shall ensure that all CCTV cameras and recording system(s) meet or exceed the following specifications:
 - i. records colour images at the resolution of HD 1080p: 1920x1080 pixels or its equivalent;
 - ii. records at 12 frames per second;
 - iii. supports the exporting of CCTV camera recordings via a USB port in open-source formats such as *.avi (Microsoft), *.mov (Apple QuickTime), *.mp4 (MPEG), or such format as approved by the Licensing Officer in writing;
 - iv. is switched on and in a recording mode at all times; and
 - v. is able to store all CCTV camera recordings for at least 30 days from the date of recording.
6. The licensee must ensure that the CCTV recordings are secured in a secured room.
7. The licensee must install and maintain an intrusion detection system (IDS) to monitor the factory. The IDS must send an alert to the command centre located on the premises in the event of any intrusion detection. The licensee must conduct regular checks to ensure that the IDS is in proper working condition.

8. The licensee must install and maintain a continuous fence around the premises according to the following specifications:
 - (a) a minimum height of 2.4 m (measured from the ground) of welded fence with a minimum thickness of 4mm;
 - (b) any spacing within the fence shall not exceed 100mm (vertical) by 25mm (horizontal);
 - (c) the fence shall be topped with barbed wires; and
 - (d) the fence shall be embedded at least 150mm in a concrete sill, and the sill shall be 125mm wide, 150mm deep, with a 50mm high kerb.
9. The licensee must ensure that the factory remains locked and secured at all times, except when there is any authorized movement of arms or personnel in or out of the factory.
10. The licensee must ensure that the key to the factory is securely kept at the command centre on the premises.
11. The licensee must ensure that only persons approved by the Licensing Officer in writing may enter the factory.
12. The licensee must ensure that arms manufactured must have the manufacturer's name and unique serial number inscribed on them.
13. The licensee must maintain a register showing the inventory record of the following:
 - (a) Raw material manufactured into arm parts;
 - (b) Arm parts assembled into arms;
 - (c) Recycle or disposal of defective arms or arms part; and
 - (d) Number of arms manufactured and transferred to stock under the Licence to Deal in Arms for sales or export.
14. The licensee shall keep the register in condition 13 above for a period of not less than 10 years from the date the record is made.
15. The licensee must obtain the Licensing Officer's approval before employing any prospective employees to be involved in manufacturing of arms, by submitting an "Application for Submission of Particulars of New Employee" using the Police Licensing Computerised System (PLUS).
16. The licensee must ensure that only staff approved by the Licensing Officer can be authorised to access to the factory.
17. Where any person ceases to be employed by the licensee, the licensee must notify the Licensing Officer within 7 days of the cessation of employment by submitting an "Application for Deletion of Employee" using PLUS.
18. The licensee must notify the Licensing Officer of any change to the business address at least 7 days before the change takes effect.
19. When the licensee ceases to be an employee of the company, the licensee must notify the Licensing Officer by submitting a "Notification to Change Licensee" within 7 days of the cessation of employment.
20. The licensee must immediately notify the Police if there is any:
 - (a) loss of any arms or part of arms;
 - (b) entry of any unauthorised person into the factory;
 - (c) unauthorised person attempting to take part in any transportation of arms; or
 - (d) security or safety related incident.

21. 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.