

## LICENSING CONDITIONS ON CONDUCT OF DISPOSAL OF EXPLOSIVES

1. The licensee must maintain a register showing all explosive disposal carried out. The register must show the following:
  - a) date, time and location where the explosive disposal was carried out;
  - b) description and quantity of the explosives disposed; and
  - c) particulars of staffs involved in the disposal exercise.
2. The licensee must keep the register in condition 3 above for a period of not less than 10 years from the date the record is made.
3. The Licensing Officer may impose the requirement for the licensee to engage armed Auxiliary Police Officer(s) to escort or guard a particular consignment of explosives for disposal.
4. The licensee must obtain the Licensing Officer's 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).
5. 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.
6. The licensee must notify the Licensing Officer of any change to the business address at least 7 days before the change takes effect.
7. 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.
8. The licensee must immediately notify the Police if there is any:
  - a) loss of any explosive;
  - b) entry of any unauthorised person into the disposal site;
  - c) unauthorised person attempting to take part in any transportation of explosive; or
  - d) security or safety related incident.
9. 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.