

LICENSING CONDITIONS FOR LICENCE FOR A SHOP STORE OR MAGAZINE FOR EXPLOSIVES

1. The licensee may only store the type of explosives as stated in the licence unless otherwise approved by the Licensing Officer in writing.
2. The licensee may only store explosives in the explosives storage as stated in the licence unless otherwise approved by the Licensing Officer in writing.
3. The licensee is required to maintain a register showing the following:
 - (a) The description of the explosives;
 - (b) The date the explosives were taken into stock;
 - (c) The quantity of explosives in/out/balance;
 - (d) The movement of explosives; and
 - (e) The particulars of person drawing / depositing explosives or entering the explosives storage.
4. 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.
5. The licensee must provide for intrusion detection system to detect break-in or unauthorised access into the explosives storage.
6. 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.
7. The licensee must ensure the CCTV Digital Video Recorder is locked up in a secured room.
 8. The licensee is required to 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).
 9. The licensee must ensure that only staff approved by the Licensing Officer can be authorised to access to the explosives stored in the explosives storage.
 10. 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.
 11. The licensee must notify the Licensing Officer of any change to the business address at least 7 days before the change takes effect.
 12. 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.
 13. The licensee must immediately notify the Police if there is any:
 - (a) loss of any explosive;
 - (b) entry of any unauthorised person into the approved explosives storage;
 - (c) unauthorised person attempting to take part in any transportation of explosive; or
 - (d) security or safety related incident.
 14. 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.