

## 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 implement and maintain —
  - a) the security measures in accordance with the security proposal approved by the Licensing Officer; and
  - b) such other security or safety measures as the Licensing Officer may direct from time to time.
6. The licensee shall ensure that closed-circuit television (CCTV) cameras and a CCTV recording system are installed and maintained at the premises in accordance with the Video Surveillance System (VSS) Standard for Building published by Singapore Police Force. A copy of the VSS Standard can be obtained from weblink: <https://www.police.gov.sg/Advisories/Infrastructure-Protection/Building-Security> .
7. Unless otherwise exempted by the Licensing Officer, the licensee shall ensure that all CCTV cameras and recording system(s) remain in good working condition at all times.
8. The licensee shall hand over all CCTV camera recordings to the Licensing Officer when directed to do so.
9. The licensee shall not tamper and shall not permit anyone to tamper with the CCTV cameras, the recording system(s), and any CCTV camera recordings. For the avoidance of doubt, “tamper” means doing anything which may interfere with the proper functioning of any of the CCTV cameras and recording system(s) and/or the proper storage and retention of any of the CCTV camera recordings.
10. The licensee must install and maintain an intrusion detection system (IDS) to monitor the premises where the regulated activities are carried out. The IDS must send an alert to the centralised monitoring centre or relevant authorised persons in the event of any intrusion detection. The licensee must conduct regular checks to ensure that the IDS is in proper working condition.
11. 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.

12. 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.
13. The licensee must ensure that the key to the factory is securely kept at the command centre on the premises.
14. The licensee must ensure that only persons approved by the Licensing Officer in writing may enter the factory.
15. The licensee must ensure that arms manufactured must have the manufacturer's name and unique serial number inscribed on them.
16. 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.
17. The licensee shall keep the register in condition above for a period of not less than 10 years from the date the record is made.
18. 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 Security Clearance of Special Worker through GoBusiness.
19. The licensee must ensure that only staff approved by the Licensing Officer can be authorised to access to the factory.
20. 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 the removal of Special Worker through GoBusiness.
21. The licensee shall notify the Licensing Officer of any change to the company's business address at least 7 days before the change takes effect via GoBusiness. For the avoidance of doubt, this does not include any change to the address of the licensed storage premises, which will require a fresh licence application.
22. 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.
23. 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 1913.