



NSW Police Force
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Firearms Club e-News

Pistol Club Edition

Firearms Registry NSW Police

December 2010

Issue 1

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"Any questions contact the clubs Unit -->"

"Remember to sight and record the parent / legal guardian photo identification details on the P650 form for a minor"

Please circulate this newsletter to all pistol club officials and committee members to ensure the contents are fully understood.

In particular, it should be understood that approval of a person's membership to a pistol club and/ or the issuing of a 'Blue Card' is not an authority to handle or shoot a handgun/ pistol.

This e-News letter also defines the difference between conducting a **pistol safe handling course** for unlicensed persons and conducting a comprehensive **pistol firearms safety training (PPL) course** for newly licensed pistol club members.

Of course the pistol club must sight the probationary pistol licence (PPL) or the minor's pistol training permit prior to allowing new members to participate in the comprehensive pistol firearms safety training (PPL) course.

For further information.....

Please contact the Clubs Unit by calling the Firearms Registry Customer Service line on 1300 362 562 and dialing 5 (club officials only). Or, you can email: clubs@police.nsw.gov.au

Unlicensed Persons Shooting Handguns on Approved Ranges

Unlicensed persons who wish to try pistol target shooting must complete a P650 declaration form and the club or range official must:

- Ensure persons who answered 'Yes' to any question do not handle firearms
- Sight and record photo identification details, then certify section E of the form including either authorisation box
- Conduct initial firearms safety awareness and safe handling instruction
- Ensure the unlicensed person remains under direct supervision at all times by a club authorised person who holds a Category H (Sport/ Target Shooting) firearms licence
- Ensure the unlicensed person is not given possession of pistol ammunition

by a pistol club official or a member of the pistol club (Refer: Section 65(3) of Firearms Act 1996) except as below

- Ensure the unlicensed person is only permitted to handle and use pistol ammunition while under direct supervision at a shooting bay of an approved pistol shooting range
- Ensure the unlicensed person completes a fresh P650 form each time prior to handling a pistol or signs a club register confirming their circumstances have not changed since completing the original P650.
- Retain all P650 declaration forms for a minimum of 2 years

Unlicensed Persons Shooting Handguns on Approved Ranges

If the unlicensed person answers 'Yes' to any questions the club or range official must:

- Ensure that they do not handle a firearm
- Send a copy of the P650 form to the Firearms Registry for further determination
- Only allow the person to handle a firearm at a later time if they produce a current 'Approved' letter from the Firearms Registry

Click on below link for P650 declaration form Frequently Asked Questions:

http://www.police.nsw.gov.au/services/firearms/firearms_clubs/frequently_asked_questions

Unlicensed New Pistol Club Members

When an unlicensed person applies to join a pistol club, the club must:

- Direct the club applicant to contact the Firearms Registry on 1300 362562 to apply for either a probationary pistol licence or a minors pistol training permit

- Note: a NSW APA Blue Card does not substitute for a licence or permit

- Ensure all unlicensed new club members complete a fresh P650 form each time prior to handling a firearm or sign a club register confirming their circumstances have not changed since completing the original P650

- Ensure the unlicensed new club member has undertaken a pistol safe handling course as part of their induction to the pistol club

- Issue a pistol safe handling course completion certificate to accompany their licence or permit application (See attached Pistol Safe Handling Course Completion Certificate)

- Sight the probationary pistol licence/ minors permit application forms and assist the new pistol club member to

complete and send their application to the Firearms Registry

- Complete club details and enter the pistol club approval number on the rear of the Sport/ Target Shooting Genuine Reason Form of the club member's licence application

- Contact the Firearms Registry Clubs Unit if the new club member has not produced their minors pistol training permit or probationary pistol licence (PPL) within 6 weeks

- Monitor the progress of the new club member's licence or permit application via the Firearm Registry's register of firearms licences link:

<https://www.ebiz.police.nsw.gov.au/FPR/licenceCheck/search.jsp>

- Not start delivery of the comprehensive pistol firearms safety training (PPL) course to an unlicensed person or club member until the person produces either a probationary pistol licence or a minors pistol training permit,

"Any person responding 'YES' to any of the questions on the P650 form MUST NOT handle firearms without written approval from the Firearms Registry"

Reminder

"All new pistol club applicants must provide 2 character references or membership of another pistol club."

"Click the link to check the status of a firearms licence, permit or a PTA or alternately access the Firearms Registry Website at top of Home Page."



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Licensed New Pistol Club Members

When a **new club member produces** either a probationary pistol licence or a minors pistol training permit the pistol club **must**:

- **Sight** the probationary pistol licence or the Minor's pistol training permit and **record** the **PPL number** and **expiry date** for the purpose of the member complying with Section 16A(2)(b) of the Firearms Act 1996

- **Start** delivery of the **comprehensive pistol firearms safety training (PPL) course**

- **Ensure** each minor or probationary pistol licence holder is **under direct supervision** of a **club authorised accredited training officer** and holder of a Category H (Sport/ Target Shooting) firearms licence **while undertaking** the comprehensive pistol firearms safety training (PPL) course

- **Ensure** a **club authorised** Category H (Sport/ Target Shooting) licence

holder **directly supervises** a probationary pistol licence holder **during the first six month term** of their licence while **on the premises** of the pistol club and **when participating** in each club organised **competitive shooting match** or club **organised shoot**

- **Monitor** the progress and **record** the outcome of all comprehensive pistol firearms safety training (PPL) **courses** and club organised **competitive shooting matches** involving minors and probationary pistol licence holders

- **Notify** the Firearms Registry of the **course outcome** and **3 competition shoots** (See below item) for each club member holding a probationary pistol licence (PPL)

“Sight the PPL or Minor’s permit and record the PPL number and expiry date.”

“What supervision is necessary for PPL and minor’s pistol training permit holders?”

“PAB 26 forms are no longer accepted by the Firearms Registry”

“If you do not have a printer, please let us know and we will send blank forms in the post”

Pistol Club (PPL) Safety Training Course Certificates

Certificate templates have been developed by the Firearms Registry **for immediate and mandatory use by all approved pistol clubs**. These templates replace all existing pistol firearms safety training (completion) certificates, including PAB 26 forms. The pistol club is to **follow the below procedures**:

- **Save** the 3 attached certificate/ files to a **secure area** within your club's PC

- **Do not change** the font size or **amend** the wording of these template certificates

- Insert the relevant details into the fields of the form, click on 'print form', then click on 'reset form' and use for next member

- **Send either** a **PPL Completion Certificate** or a **PPL 'Failure to Complete'** advice **to the Firearms Registry, no later than 6 months prior to the expiry date of each club member's probationary pistol licence (PPL)**

- **Receipt** of a 'Failure to Complete' advice by the Firearms Registry **will result** in revocation of the probationary pistol licence (PPL) **as advised** by the pistol club

- **If the pistol club fails** to send either a PPL Completion Certificate or a PPL 'Failure to Complete' advice, the Firearms Registry will **refuse** the probationary pistol licence (PPL) holder's application for (up to two) **permits to acquire handguns**, and

- **Later, refuse** the probationary pistol licence (PPL) holder's **application** for a Category H (Sport/ Target Shooting) licence

- The Firearms Registry will advise the club via the **'invalid licence notification'** if a member's probationary pistol licence is **revoked**



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“A club or range official must sight a valid firearms licence or have a completed P650 form every time before allowing a person to shoot on a range “

Firearms Registry

Locked Bag 1
Murwillumbah
NSW 2484

PHONE:
1300 362 562
(Dial 5 – Club Officials)

FAX:
02 66708550

E-MAIL:
clubs@police.nsw.gov.au

We're on the Web!

See us at:

www.police.nsw.gov.au

Invalid Licence Notification from Firearms Registry

The Firearms Registry will notify the club by mail if a Club member's firearms licence becomes invalid for a club related genuine reason. This report does not include the reason the licence became invalid, however,

Examples include:

- Expired licence; expired photo advice; cancelled; suspended and revoked licences.

If the member's firearms licence is reinstated, the member is responsible for producing to the club a valid licence which may be checked on the register of firearms licences:

<https://www.ebiz.police.nsw.gov.au/FPR/licenceCheck/search.jsp>

Upcoming Issues...

Legislative amendments are due to commence in February 2011. You can view the amendments under 'What's New' on the Firearms Registry Internet site in early 2011.

Click below link for Firearms Registry Website:

www.police.nsw.gov.au/services/firearms