



NSW Police Force
www.police.nsw.gov.au

FIREARMS REGISTRY

Government Agency Business Licence

This FACT sheet provides information for government agencies and their employees on obtaining a firearms licence.

What is a government agency?

A Government Agency is defined in Clause 3 of the *Firearms Regulation 2006* as:

A **government department or public authority** that holds a licence or permit, or in respect of which a licence or permit is held, authorising the possession of firearms by the department or authority.

A **public authority** is a person or body executing a function in the public interest and for the public benefit.

Government Agencies include:

Councils, Taronga Park and Western Plains Zoos, Department of Primary Industries, National Parks and Wildlife Service, Wildlife Information and Rescue Service (WIRES), Forests NSW in addition to the prescribed government agencies as listed.

Prescribed Government Agencies for the purposes of the genuine reason of Vertebrate Pest Animal Control are defined in clause 32 of the *Firearms Regulation 2006* as:

- * Department of Primary Industries
- * Department of Environment and Climate Change
- * Livestock Health and Pest Authorities
- * Wild Dog Destruction Board

Must the government agency make application for a firearms licence?

No. The agency would only make application if they wish to acquire firearms on the business licence for use by employees in the course of their duties.

A government agency **not holding** a business firearms licence may employ the services of:

- * A VPAC contract shooter,
- * A recreational hunter (with prior written permission to shoot on the land concerned), or
- * A Primary Producer with a licence authorising participation in an eradication campaign, or
- * Employees with the appropriate licence and genuine reason, but only where written agreement from the employer is obtained for the employees firearms to be used in connection with employment activities.

If the Government Agency requires employees of the agency to possess and use firearms owned by the Agency in relation to their employment, both the agency and their employees must obtain the appropriate firearms licences.

What genuine reasons & categories apply to this licence?

There are four Genuine Reason forms available for this type of licence which may accompany the application form and are applicable to the business and individual employee licences:

- * P668 Business Other - category A, B & H.
- * P664 VPAC Government Agency (for prescribed government agencies only) - category A, B, D only.
- * P670 Animal Welfare - RSPCA or AWL category A & B only.
- * P672 Animal Welfare - category A & B only.

How does the agency apply for this licence?

The Government Agency must make application for a firearms licence on the P559 the Application for a Business, Club or Government Agency Firearms Licence' form. The Agency may apply for one or more of the genuine reasons.

The Agency holds the business licence and firearms are acquired on that licence.

The business licence authorises **possession only** of firearms and once issued, the agency may then acquire firearms on the Business licence for use by appropriately licensed employees.

The nominated licence holder must be competent in the safe handling of firearms, ie a licence holder OR completion of a firearms safety training course for longarms. The nominated licence holder must provide 100pt ID upon application unless they already hold a firearms licence.

All firearms acquired on the business licence are stored by the agency.

How does the employee apply for a licence?

The employee must obtain the appropriate individual firearms licence for employment purposes.

A licence issued as an employee of a government agency does not authorise the acquisition of firearms unless the employer has provided written agreement for the employees firearms to be used in connection with employment activities.

If the employer does not provide written agreement, the employee must use firearms from the employers store of firearms.

What responsibility does the government agency have once the licence is issued?

Clause 26(1) of the *Firearms Regulation 2006* prescribes that a government agency must:

- * Safe keep all firearms,
- * Comply with the safe keeping requirements of the *Firearms Act 1996*,
- * Not allow any firearm in the possession of the agency to be possessed and used by an unlicensed employee or other unauthorised person,
- * Notify the Commissioner of Police within seven (7) days of an employee ceasing employment with the Agency,
- * Have all firearms inspected every three (3) months,
- * Have all firearms serviced at least once a year.

The Agency must also keep a Register of all firearms and a Register of all access by employees to those firearms.

3 Monthly Inspections

Firearms inspection must be done each three months by a competent person. A competent person would be the business licence holder, or person nominated by the licence holder appropriately authorised to possess and use that type of firearm, a Firearms Dealer, a Club Armourer or a Police Officer by prior arrangement.

Annual Servicing

Firearms servicing must be done at least once a year by a licensed Firearms Dealer.

What safe storage is appropriate?

All firearms must be stored as prescribed by the safe keeping provisions in Part 4 of the *Firearms Act 1996*.

Category AB firearms - Level One safe storage
Category CDH firearms - Level Two safe storage.

Generally, firearms are stored at the main place of business. However, consideration may be given to submissions in support of alternate safe storage locations. Submissions will be adjudicated by the Licensing Unit, Firearms Registry.

An inspection certificate, issued by local police, must accompany your licence application. A police inspection fee of \$100.00 applies, payable to police at the time of inspection. Contact your local police to arrange the inspection.

How much will this licence cost?

A personal firearms licence is issued for 2 or 5 years.
A 2 year licence = \$100
A 5 year licence = \$200

Fee Exemptions: There are no fee exemptions for this type of licence.

For a comprehensive list of fees and fee exemptions, see the Schedule of Fees available on the Firearms Registry Internet site.

Where do I pay?

Payment for a business licence must be made at the time of application by cheque, credit card or money order.

Related Information

See FACT Sheets:

'Safe Storage Level 1 - Category A & B Requirements',
'Safe Storage Level 2 - Category C, D & H Requirements',
'Transportation of Firearms',
'Ammunition Safe Storage, Purchase and Possession'.

Firearms Registry

Address

Locked Bag 1
Murwillumbah NSW 2484

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1300362562

Interstate

02 66708590

Fax

02 66708558

Email

firearmsenq@police.nsw.gov.au

Website

www.police.nsw.gov.au/firearms

Where can I find more information?

The information provided in the FACT Sheet is for general guidance only. Applicants and licensees should familiarise themselves with the *Firearms Act 1996* and the *Firearms Regulation 2006*, which are available on the NSW Legislation website - www.legislation.nsw.gov.au.



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