

FACT SHEET

This FACT Sheet provides information on the requirements for obtaining a permit as a Firearms Instructor - section 28(g) of the **Firearms Act 1996**.

Security guards and government agency employees receive instruction in the safe handling of firearms by an instructor approved by the Commissioner of Police.

What does a Firearms Instructor Permit authorise?

This permit authorises a person to possess and use firearms, for the purpose of instruction and accreditation of security guards, employees of Government Agencies and certain employees of Security Firms in the safe use of firearms. In NSW security guards are required to complete safety training every 12 months.

The permit also authorises course participants after completion of a [P650 Declaration Form](#), to possess and use firearms while under the direct supervision of the permit holder. Course participants can use the firearms provided by the instructor or use their employer's firearms while undertaking this instruction. The instructor can use firearms registered to their employer as training firearms or firearms registered to their business licence as training firearms.

What is the term of the permit?

This permit is issued with the expiry date coinciding with the expiry date of your Instructor Accreditation.

How much will my permit cost?

The prescribed fee for this permit is \$75. You must make payment through the NSW Police Force Community Portal when you upload your application.

Do I need to do anything prior to lodging my application?

Applicants must complete a course for instructors run by an approved course provider and submit evidence of successful completion of the course at instructor level with the application.

Please contact the Firearms Registry on (02) 6670 8503 for details of Approved Course Providers.

The course delivered by Instructors to security operatives and government agency employees is an abridged version of the course approved by the Commissioner of Police.

NOTE: Providing training or instruction to security operatives is defined as a "security activity" and falls under the same criteria as is required by all security firms. Refer to **Section 4(j) Security Industry Act 1997**.

Requirements that must be met to be an authorised instructor?

To conduct instruction as a business licence holder in possession of firearms registered to that licence you must possess:

- Instructor Accreditation, and
- 2D Security Trainers Licence, and
- Master Security Licence, and
- Category H Firearms Business Licence, and
- Firearms Instructor Permit.

To conduct instruction as an employee of a licensed security firm you must possess:

- Evidence of successful completion of an approved training course from an approved provider detailing the competency
- attained at the level of instructor, and
- Class 2D Security Trainers Licence (**Security Industry Act 1997**)
- Firearms Instructor Permit.

As a business owner, you are authorised to instruct, employ or sub-contract your services. In subcontracting your services, you must be the holder of a Master Licence issued under the **Security Industry Act 1997** and only use the firearms registered to your business.



Firearms Registry

Firearms Instructor Permit

How do I apply for a Firearms Instructor Permit?

You must complete the P634 '[Application for a Firearms Permit](#)' form and the '[Firearms Instructor Legitimate Reason](#)' form and where applicable provide any supporting documentation.

RELATED INFORMATION

[100 Point Identification](#)

[Schedule of Fees](#)

[NSW Police Force Community Portal](#)

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 associated Regulation, which are available on the NSW Legislation website - www.legislation.nsw.gov.au.

NSW Police Force Firearms Registry	Version	Document Date	RMS Reference
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