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RENEWAL OF FIREARM LICENCES....PROCEDURE

(Not to be copied without the authors name included)

By Captain John Newman

Email captainnewman@yahoo.com

Malakai Firearm Training

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Somerset West.

PROCEDURE

Those of you who still need to renew their firearm licence, here are tips that will help you make it as painless as possible, going through the process. It is essential that you understand that this system is here to stay and that there are a number of very important changes introduced, to improve on the old format of licensing. The most obvious differences are the need to advise the authorities when you change your address and the new licence will display a photograph of the approved licence holder.

Before you run off to the police station to make your presence felt, the procedure requires that you call at an 'Accredited Service Provider' for assessment of your knowledge of the Legal requirements, as defined in the Act 60/2000, as specified for SASSETA under the 'Unit Standard' 117705. This is encompassed in the International Training Academy "Legal Test" manual, or the Afrikaans version named "Toets op die Wet van Vuurwapenbeheer".

This unit standard is applicable to persons who wish to renew their existing firearm licences. It is also the entry level for 'new' firearm applicants. Whereas, new firearm applicants will need to undergo this 'Unit Standard' to complete the theoretical components of the Law, after which "the new firearm applicant" will move on to the Practical components required, such as the Unit Standard 119649...."Handle and use of handgun".

Within the contents of this manual, you will find issues that explain the Unit Standard details, including the purpose of the Unit Standard, Assessment Criterion and Appeals Procedure.

The Unit Standard Notes contain the following sections of the Firearms Control Act, 2000 (Act No. 60 of 2000) as amended and are applicable to the possession of firearms.

Chapter.... 1 thru 3.

Chapter..... 5 & 6

Chapter..... 9 &10

Chapter..... 12 thru 16 and includes 8, 11, 18 & 21.

Now for the more important aspects that directly affect you, for renewal, or a first application for a firearm.

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PURCHASE THE MANUAL

On the front page of the manual you will find a K No. Printed in **'red'**e.g. **K 386703** this is your registration or Student number and will be used on all application forms and certificates, awarded under this Unit Standard 117705.

After the purchase of the manual and ideally, once you begin the required process at home, with the book open. Page to the centre core of the manual between pages 13 & 14...Grasp firmly and remove this inclusive and pull out from the staples. Re -close the staples to maintain the manuals integrity.

The 'Questionnaire' consists of 55 questions to be filled in, in Long Hand. Every question is supported with a source directive in brackets (location to find the answers). Nothing could be simpler.... Well almost!

This cleverly conceived manual is so designed that it ensures you will read the contents, without having to commit the whole book to memory. The subliminal learning is sufficient to ensure that by searching for the required answers, you will need to read the chapters, to confirm, if the answer you have searched for exists in one of the duplication of the same chapter. In other words you will find that certain chapters have been duplicated for this very purpose!

What you should know is those 55 ('Formative') questions you will answer, will be the essence of your "Closed Book" ('Summative') questions. 25 of these 55 questions are randomly selected in the format of 'Multiple choice'. There are a number of choices the assessor can select, as to which question you will be offered. This is particularly important when there are persons who are related, or acquainted and are at the same sitting of the "Closed Book" examination.

After you have completed your 55 question assignment at home, you will then need to make an appointment for the "Closed Book" examination phase. It would be wise to undertake this examination as soon as possible after completing the home assignment, so that the information is still fresh in your mind. Bring along your completed answer pages for assessment.

Procedures may vary from place to place, but our procedure requires that the candidate undertake the "Closed Book" examination and qualifies as 'competent' and is issued with a temporary certificate, usually a Mono printed form, which is stamped and signed as confirmation for the Police. This will ensure that the Police are satisfied the 'Legal Test' certificate has been correctly issued.

Before you leave the 'Assessment Centre' you will need to fill in your details for the 'Registration of Learner on Firearms Skills Programme' FCA 01 & 02. You will also be required to sign in the 'Assessment Register'

**** Please do not be daunted by all the formsIn most cases the Assessment Centre 'fills in' the required spaces!

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WHAT TO DO NEXT.

Have 5 (five) Photocopies made of your official I.D then, with your temporary certificate from the Assessment Centre, head for the local police station, where these copies of your I.D can be certified, before you call on the local DFO (Designated Firearms Officer). After showing your certificate to the DFO, you can then request your 'folder of forms' specific to your application, for both the Competency certificate (517) and the Renewal application form (517e).

ALL THE FORMS

Included in the folder, you will have other forms, which are relevant to your application, these include....

The already mentioned

1 x (each) 517 & 517e.

And....

2 x Fingerprint forms, 91 A. (Done at Police Station, but fill in your details before the fingerprints are done).

1 x Sworn affidavit (Confirming completion of the Assessment, demonstrating knowledge of the act 60 / 2000).

1 x (each firearm) Firearm Description form, Annexure A.

1 x Computer read out on list of Firearms, held by you! (as held by Central Firearms Registry).

To fully complete the submission, a few more items will be added, such as...

4 x Photographs, specifically sized "Firearm Licence" in colour only. On each of the 4 photo's write in 'Black ink' your full names and I.D numbers at the back of each picture.

1 x Reference List. (3 persons who will vouch for you) detailing their full names , full address's, I.D numbers and a contactable telephone number, that they can be reached during office hours, so that the police may interview them telephonically, please advise them, that they will be contacted in due course. (**See copy)

1 x Motivation letter. On the rear of the firearm description form, there is a space of 4 lines for you to state your reasons for wanting to keep your firearm/s. This does not provide sufficient space to write a convincing motivation, which should be not less than 350 words (That is less than an A4 page with large header and footer margins). It was not long ago the police were refusing renewals on the basis of insufficient motivation! (** See Copy)

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Just how much, is not really known, but we recommend the Motivation is compiled from the following information?

- a) **Explain your External security.....Gates, fences, walls, security lighting and guard dogs.**

This explains the resistance your home is, to “Opportunistic” callers!

- b) **Explain your internal security.....Burglar bars with Trellidor’s, Alarms, Armed response and hidden from view safe, securely bolted to a solid wall or floor (do not mention the location of your safe on this statement).**
- c) **Detail all your experience with firearms ... mention all usage of firearms, including Air Rifles. State all periods of Military, Security or Police involvement, reserve or permanent. Hunting and casual sports including competition shooting. Father, Brother/s and Uncles shooting on farms or reserves.**
- d) **Describe your reasons for wanting your firearm/s in the most logical manner. Private defence purpose must mention issues like, night travel on remote roads, carrying of money for staff payments into isolated regions.**

TAKE NOTE.... If you were compelled to appeal a negative decision taken by the Police, in regard to your application, you will not be allowed to add to your Motivation, so put every bit of information you can on your initial motivation letter!

Then....4 Photographs with details on the back, as mentioned.

WHAT TO FILL IN

- i) **Fill in the places that are indicated as required on both the 517 and 517e.**

Paper clip two of the photo’s on the top of the page that shows the location of photos, in each form. (Do not ‘staple’ any forms, whatsoever).

- ii) **The Assessment Centre will fill in most of the detail for the ‘Sworn Affidavit’, but your signature and the date must ‘only’ be applied in front of the DFO.**
- iii) **Fingerprint forms (91 A) require that you mention the place of birth, but then, asks for the address, which is your current address and not the address, where you were born. Please sign in the box at the right side of the form. Do not bend these two forms, as they are ‘folded’ in a specific way by the Police during the fingerprint processing.**
- iv) **The Firearm description form (Annex A) requires that you inspect your firearm and list on the specific line, all the markings and engraved details such as maker / manufacturer, including the addressevery name or description on the barrel, handle or frame must be included on the form as required. (Not proof marks or Logo’s).**

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- v) **The 5 (five) certified copies of you I.D, 4 (four) of these will be included with your submission of completed forms and 1 (one) must be given to the Assessment Centre where you received your certificate on completion of the Legal Test / Toet's op die Wet van Vuurwapenbeheer (this would be the moment when you would receive your official certificate).**
- vi) **When making your submission at the DFO, take your official I.D book, all firearm licences and money for payments.... R70 for Competency and R70 for each and every firearm licence to be renewed.**

FAQ's

“Do I have to do a ‘Legal Test’ for each type of Firearm I own?”

No... The once off ‘Legal Test’ covers all categories of firearm types.

“What if I am late with my submission for renewal, two years or so?”

You must consult your DFO for approval of a late application. You must understand the Police are there to help you, but you cannot expect them to accept a late application due to your slack approach, without you explaining a good reason why you are late. In certain cases the Police have asked the ‘Late applicant’ to write a sworn affidavit, on reasons for such lateness. If everyone were to casually make a late application, then everyone will leave the application to the last day! Get onto your local DFO now and plead your case!

“If I decide ‘not to renew my firearm licence’ will my firearm be illegal?”

No, all firearm owners remain Legal with the ‘old licence’ until 30th of June 2009.

“My wife is also a licensed firearm owner; can she use the same manual once I have completed my requirements?”

No, each person will be registered with SASSETA using the red K number, so only one individual may use this manual, with its unique K numbering.

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“Question 8 of the manual shows a picture of an individual who appears to have a fully automatic rifle, is this correct?”

I would suggest you read the ‘answer’ that can be found in Chapter 6 (1), as this is the only correct answer for this question! (It would be presumptuous to assume your observation is correct, without checking the Chapter suggested for confirmation).

“I can’t find the answer I need in the relevant Chapter, how should I answer this question?”

Read the duplicated Chapter elsewhere in the manual!

“I would like to keep my rifle for display, without having to renew my licence, can I weld up the breech and barrel to de- activate it?”

You must not alter or modify your Firearm and certainly not do your own de-activation as only registered Gunsmiths are approved to undertake these changes. The firearm should be handed in at the Police firearm division, so that a forensic analysis can be conducted on the firearm, to ensure it has not been used in a crime before any de-activation. This means the firearm must be in working order for these tests to be carried out.

“ OK then, I will just go to the beach and throw it away in the sea!”

No ways, that firearm is on record and you are the registered owner! This would be the quickest method to become a guest at the Presidents pleasure and the pleasure of the inmates locked up with you, in a very small Prison cell.

“Where can I surrender my unwanted firearm other than the Police Station?”

Any approved firearm dealer can accept it and will cancel your licence for that firearm on your behalf.

(7)

“What if I have more than one firearm, will I have to hand the others to the Police for destruction?”

You are entitled to have only one firearm for ‘Private Defence’, such as a handgun that is not ‘Fully automatic’ or a Shotgun which is neither ‘semi nor fully automatic’. You may hold up to 4 (four) firearms for casual sports purposes, providing you are a member of an approved shooting club (Proof of membership is required). If you have a hunting rifle and is used for occasional hunting, you will need a letter from the farmer who provides your hunting requirements Having any more than 4 firearms, you will need to prove you are a dedicated sports person or bona fide hunter, with a certificate and usually require a confirmation letter from the associations Chairperson. Collectors need a certificate from a collectors association.

“This procedure is too involved and I would rather ‘hand in’ my firearm, its less trouble!”

The choice is yours, but whilst it appears to be a lot of work, it is very simple, very straight forward and very necessary. If my opinion were of any importance, I would do everything in my power to help you retain your Firearm and renew your Licence. Do you believe ‘Crime is less’ now than at anytime before?

Statement.....It’s better to have a gun and not need it.....Than need a gun and not have it!

N.B This advisory may not necessarily be totally correct and is no way offered with any approval or views of either the South African Police Services or the International Training Academy. I accept no responsibility, for any errors that may have inadvertently been included and all remarks are made without inference of negativity to any individual or organisation.

MORE QUESTIONS ?

If you have any questions that are not covered in this instruction, contact me via Email and I will attempt to answer all enquiries from legitimately interested persons....

captainnewman@yahoo.com

samples.....

SUBMISSION OF REFERENCE PROVIDERS

REF 1)

Name (full)

Address (full)

.....

.....

I.D. No.

Contactable Telephone No.(office hours only)

REF 2)

Name (full)

Address (full)

.....

.....

I.D. No.

Contactable Telephone No.(office hours only)

REF 3)

Name (full)

Address (full)

.....

.....

I.D. No.

Contactable Telephone No.(office hours only)

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MOTIVATION LETTER SAMPLE ONLY (350 WORDS)

Name I.D No.....

Somerset West,

7130

TO WHOM IT MAY CONCERN

Dated 2009

External security..... My home is surrounded by spiked rails as the boundary sector and includes a large gate with spikes for access to the driveway. This gate is the only entrance and is electronically, remote controlled. There is security lighting on all corners of the house, which is 'time' controlled. The house is surrounded on three sides by my neighbours, who also have a high level of security.

Internal security..... There are burglar bars on all windows and the main and rear entrance is protected by 'Trellidor' slam lock, security gates. Inside the house there are strategically located passive infra-red alarm devices and the alarm is monitored by ADT 'Armed Response' services. The hand gun safe is located out of sight and is bolted with two 'Rawl Bolts', fastened securely to a solid wall.

Experience..... My Father owned a large farm in South West Africa (Namibia) and I was involved with the use of firearms from an early age, particularly because of the farms remoteness. I went with my Father and my brothers on many hunting trips. I was also a keen 'Clay target shooter' and remained actively competitive until a few years ago. Whenever the opportunity arises I practice with my revolver, on a shooting range or at a friends farm, time permitting.

Reason for use..... I am at an age which I feel most vulnerable and since my husband has 'Passed Away' it is necessary that I am in a position to protect myself, in these violent times. I carry my revolver on any occasion that calls for me to drive alone at night. I have friends and family visiting me on a regular basis which causes my frequent collection of them and the return to Cape Town's airport, which means that I must travel on the notorious section of the N2 Highway at night and early hours of the morning. I live alone and I am susceptible to a possible attack that may lead to unknown persons, taking advantage of my disposition.

I thank you for your attention in this matter, I remain

Yours Sincerely
