RESTRICTED URN: PRXXXXX



Leicestershire Police

Firearms and Explosives Licensing Procedure

This procedure supports the following policy:

Firearms & Explosives Licensing Policy

Procedure Owner:	Head of Local Policing Directorate

Department Responsible: Local Policing Directorate – Firearms and Explosives Licensing

Chief Officer Approval: Assistant Chief Constable

Protective Marking: Restricted

Date of Next Review: June 2020

This document has been produced in conjunction with the Leicestershire Police Legislative Compliance Pack

Review log

Date	Minor / Major / No change	Section	Author
Mar 2013	Live	All	Mr. J.W.Toon/Insp N Rixon
Sept 2015	Minor	All	Mr N Rixon
Dec 2017	Minor	5.22 new text added	Mr N Rixon
Feb 2019	Minor	5.15 amendment made, new line added at 22. 5.21.5 And 5.22.1 both amended. Main body referring to guidance 2015 has been updated.	Mr N Rixon
June 2019	No Change		Mr N Rixon

CONTENTS

1.	Aim4
2.	Principles5
4.	Criteria for Visiting Applicants 6
5.	Administration 8

RESTRICTED URN: PRXXXXX

1. Aim

1.1 The duty of the Leicestershire Police is to ensure that all firearms, shotguns and explosives in Leicestershire and Rutland are held lawfully and the aim will be the interest of public safety, the reduction of crime, disorder and anti-social behaviour and the protection of the rights and freedom of others. It will provide reassurance to, that no unsuitable person(s) will hold licenced firearms, shotguns or explosives.

- 1.2 To ensure The Chief Constable does not grant any type of certificate relating to firearms, shotguns or explosives to any person whom he has reason to believe to be:
 - Prohibited by the Firearms Act 1968 from possessing any firearm or ammunition
 - Prohibited by Explosives regulations from possessing any explosive
 - A person of intemperate habits, unsound mind or otherwise unfitted to possess firearms or ammunition
 - A person who is considered to be a danger to the public safety or to the peace.
- 1.3 To comply, in spirit, with the Lord Cullen Inquiry and also the HMIC Thematic Inspection in relation to ensuring that each individual who holds a firearm or shotgun certificate is visited at least once during the validity of their certificate and for the visit to be in accordance with a set criteria.
- 1.4 To provide the certificate holders of Leicestershire with a consistent interpretation of the Firearms and Explosives legislation taking into account Home Office Guidelines, ACPO recommendations and other national and regional policies.
- 1.5 To maintain a cost effective system (NFLMS) that ensures the efficient processing of applications whilst at the same time complying with guidance and ensuring that public safety remains paramount.
- 1.6 To provide full details of the processes and activities relating to the main business of the Firearms function together with details of responsibility.
- 1.7 To ensure that the Leicestershire Police records of certificate holders will be relevant, accurate and up to date and that Data Protection, Human Rights, and Freedom of Information legislation is complied with.
- 1.8 To ensure the role of Firearms Licensing is performed by dedicated trained and permanent staff to provide responsibility, accountability, consistency and professionalism.

RESTRICTED URN: PRXXXXX

2. Principles

2.1 Compliance with all current and future legislation in relation to Firearms and Explosives.

- 2.2 The Firearms Rules prescribe the format of firearm and shotgun applications, certificates, permits and other forms.
- 2.3 'Firearms Law Home Office Guidance to the Police April 2016' will remain the basis for all procedures, practices and policies within the force. This document is intended to assist consistency of practice between police forces and encourage an informed understanding among firearm users of the considerations involved in the application of the Firearms Acts.
- 2.4 Application forms together with information packages are available at all police stations in Force area.
- 2.5 Information in relation to Firearms Licensing can be found on the Leicestershire Police website www.leics.police.uk.



URN: PRXXXXX

RESTRICTED **URN: PRXXXXX**





