



NSW Police Force

Firearms Registry

Are you taking all reasonable precautions to ensure your firearms are not stolen?



# Reduce Your Risk

Undertake the Safe Storage Assessment Tool to evaluate your risk.

Welcome to the

# Safe Storage Assessment Tool

## **DISCLAIMER**

This information is provided as a guide only and does not constitute legal advice. This information should not be solely relied upon in determining whether or not your safe storage arrangements are compliant with the specific requirements prescribed by the *Firearms Act 1996* and the *Firearms Regulation 2017*.

This information does not constitute a decision of the Firearms Registry in relation to any application and does not give rise to an expectation in the recipient based on the information contained herein.

Any reliance upon this information is at your own discretion and risk. The NSW Police Force bears no responsibility for any loss or damage incurred as a result of the reliance by any person on this information.

# INTRODUCTION

The safe storage of firearms possessed by NSW firearms licence and permit holders is of the highest importance to both the individual, the NSW Firearms Registry and the community at large. Firearm owners have a legislative obligation to ensure they meet the safe storage requirements determined by the category of firearm and the genuine or legitimate reason for which their licence or permit is issued.

Following an assessment of recent incidents involving the theft of firearms, this Safe Storage Risk Based Self Assessment Tool was created. By undertaking this Assessment, you as a firearms owner will be able to identify possible risks and determine if you are taking all reasonable precautions to ensure that your firearms are not stolen, lost or come into the unauthorised possession of another.

This guide does not detail how to comply with the prescribed legislative requirements applicable to the licence type. Rather, its aim is to provide measures to ensure all reasonable precautions have been taken so that firearms are not stolen, lost or come into unauthorised possession of another.

This assessment has been designed for users to answer the questions based on the 5 stages outlined below to arrive at your risk assessment.

Each question should be answered with the most appropriate answer (True, Mostly True, Not True) relevant to your current circumstances. **Note: Questions which relate to a mandatory requirement of the legislation do not provide a 'Mostly True' option for response.** Once all questions have been answered add up your score to determine your Safe Storage Risk Assessment.



**NOTE: Questions 1, 2 and 3 are 'mandatory requirements' of the Firearms Regulation 2017 (clause 38).**

1. When my firearms are stored on land used for residential purposes:
  - the premises are the principal place of residence of a person, or
  - where a person is residing while the firearms are stored at the location.

True                      Not True
  
2. The address or addresses where my firearms are stored are not left vacant for long periods of time (e.g. weeks at a time).

True                      Not True

  
3. When my firearms are stored on land used for residential purposes and in a building or structure separate from the residence:
  - the building or structure can be easily observed from the residence.

True                      Not True
  
4. The house/shed/garage where the safe keeping facilities are stored is locked and secured at night and when I am not at the location.

True                      Not True

  
5. The house/shed/garage where my firearms are stored is of solid construction with well fitted, lockable doors and windows.

True                      Mostly True                      Not True

  
6. The windows and doors to the house/shed/garage where my firearms are stored are fitted with quality deadlocks which meet Australian Standards.

True                      Mostly True                      Not True

  
7. There are no tools (such as angle grinders, crowbars, screwdrivers, shovels, bolt cutters, etc) or items lying around the house/shed garage which could be used to open the door, or allow the safe keeping facilities to be removed from the premises.

True                      Mostly True                      Not True

Safe Storage  
Address

8. My residence and location I store my firearms, is not an isolated/remote property

True                      Mostly True                      Not True

9. I do not advertise when I am leaving the address for long periods of time (e.g. going on holiday, going away for work purposes). I always ensure that when I do go away, I have a trusted friend or associate stay or regularly check my house; or I store my firearms at another authorised licence or permit holder's address while I am away.

True                      Mostly True                      Not True

Location

10. My safe storage facilities are located in a low crime rate area.

True                      Mostly True                      Not True

11. My safe storage facilities are located in a residential area (i.e.: not in a rural area).

True                       Mostly True                      Not True

***Please Note:*** There are some risk factors that you may not have any control over. However, putting additional safeguards in place may mitigate those risk factors. Please read the tips for reducing risk after completion of your self-assessment.

Location



**NOTE: Questions 12, 13, 14 and 15 are 'mandatory requirements' of the Firearms Act.**

12. I ensure that my firearms are kept in the safe keeping facilities and those facilities are locked at all times.

True

Not True

13. I ensure that any ammunition I have is locked in a container separate to my firearms at all times.

True

Not True

14. I always ensure that I return my firearms to their safe keeping facilities immediately after their use.

True

Not True

15. No unauthorised person (i.e. an unlicensed person or a person unlicensed for the category of firearms I own) knows where the keys to my safe keeping facilities are kept or the combination details of my safe keeping facilities.

True

Not True

16. I ensure that my firearms parts are kept in the safe keeping facilities or are locked away from sight.

True

Mostly True

Not True

17. The keys to my safe keeping facilities are NOT kept in a location which could be found by an unauthorised person.

True

Mostly True

Not True



18. I regularly check my firearms safe keeping facilities to ensure all of my firearms are accounted for.

True

Mostly True

Not True

19. All of my firearms are registered and all of the paperwork (e.g. make, model, serial numbers etc) for each firearm is recorded correctly.

True

Mostly True

Not True

20. I do not regularly discuss the fact that I own firearms with others.

True

Mostly True

Not True

21. I do not go out of my way to show my firearms to others.

True

Mostly True

Not True

22. I do not post photos of my firearms or shooting activities on Facebook or any other social media site.

True

Mostly True

Not True

23. There is no-one amongst my immediate family or friends, who I hold concerns about, who may try to gain illegal access to my firearms.

True

Mostly True

Not True



**24.** When I travel with firearms in my vehicle I ensure that they are stored in a locked container within the vehicle. I also ensure that the firearms are not visible to others.

True                      Mostly True                      Not True

**25.** While transporting my firearms, if I need to stop, I ensure that I do not leave the vehicle for a lengthy period of time and I always lock the vehicle upon exiting.

True                      Mostly True                      Not True

**26.** While transporting my firearms, if I must stay overnight at a location I ensure that my firearms are either:  
 Locked in another safe keeping facility;  
 Locked in a receptacle within the room I am sleeping; or  
 Locked in a container secured to my vehicle, or in a locked compartment within my vehicle, and the vehicle is kept locked at all times.

True                       Mostly True                      Not True

**27.** While transporting my firearms, I ensure that any ammunition is in a locked container kept separate to the firearms.

True                      Mostly True                      Not True





For all of the answers you have provided:

**TRUE** = 1 point

**MOSTLY TRUE** = 2 points

**NOT TRUE** = 3 points

Add your score together for each question you answered and record your total. Check below for your results.

## Risk Assessment Results

**Total of: 27 to 31**

Congratulations! Based on the answers you provided it appears you are taking all reasonable precautions to ensure the safe keeping of your firearms. Keep up the good work. Please read the suggested 'recommendations' for additional ideas in reducing the risk of theft of your firearms.

**Total of: 32 to 48**

Almost there, however there could be areas of improvement. Please read the suggested 'recommendations' and where possible adopt those suggestions applicable to your situation.

**Total of: 49 to 81**

It appears that your firearms may be at risk of being stolen. It is suggested that you take immediate action to rectify the risk. Please ensure that you read the suggested recommendations and where possible adopt those suggestions to reduce your risk.

## Safe Storage Assessment Tool

## Tips for reducing risk:

When firearms are stored at residential premises, it is a requirement that the firearms are stored at premises:

- that are the principle place of residence of a person, or
- where a person is residing while the firearms are stored at the location

If you (or the person storing your firearms) is going to be away from the safe storage location for a lengthy time:

Store your firearms with a dealer or a club;

Store your firearms with another licence holder;

Don't post information on social media about your absence.

If you store firearms in a building or structure separate from the residence, it is a requirement that the building or structure be easily observed from the residence.

Other security measures such as security alarms, cameras and security lights may assist in reducing your risk of theft.

Ensure the residence/shed/garage where your firearms safe keeping facilities are located:

Is of solid structure with sturdy lockable doors and windows, with locks which meet Australian Standards;

Has the doors and windows locked at night and when you (or the person storing the firearms on your behalf) are not at the location;

Has no tools (e.g. angle grinders, crowbars, screwdrivers, shovels, bolt cutters, etc) lying around the residence or near the safe keeping facilities which could be used to gain access to the firearms, or assist in removing the safe storage facilities from the premises.

## Tips for reducing risk:

Always return your firearms to their safe keeping facilities immediately after use.

Lock ammunition in a container kept separate to the firearms.

Keep your firearms and firearms parts within the safe keeping facilities and ensure those facilities are locked at all times.

Ensure no unauthorised person knows where the keys to the safe keeping facilities are kept, or the safe combination details.

The keys or the combination details to your safe keeping facilities must not be kept in a place where they could be easily found.



## Tips for reducing risk:

You check your firearms regularly to ensure that they are safely stored within their facilities.

Do not allow access to your firearms by unauthorised persons.

Check that the information provided on the registration papers for your firearms is correct (e.g. correct serial number, make, model, actuation etc).

Don't advertise the fact that you have firearms:

on social media (e.g. posting photos of your firearms on Facebook);

by openly discussing your ownership with others or in public places (e.g. Pubs, nightclubs, etc);

by openly showing your firearms to others.



## Tips for reducing risk:

When you travel, place your firearms in a locked compartment in your vehicle and ensure they are not visible to others.

While travelling always keep ammunition in a locked container separate to the firearms.

If you travel regularly and for long distances:

Have a lockable container secured to or within your vehicle;

Keep your firearms within a locked receptacle at the location you are staying;

If it is a regular property or location you stay, ensure that safe keeping facilities are installed while you are at the location;

Never keep firearms in view within a vehicle and always keep the vehicle locked.



NOTES

**Notes:**

## OTHER USEFUL INFORMATION:



**NSW Police Force**

### **Firearms Registry**

Visit the Firearms Registry Website:  
[www.police.nsw.gov.au/firearms](http://www.police.nsw.gov.au/firearms)

The website provides fact sheets and detailed information regarding licence and permit holder's obligations including their authority and conditions and the safe keeping requirements relevant to the category of licence or permit held. Additionally, applicants and licensees should familiarise themselves with the *Firearms Act 1996* and its associated Regulation, which are also available on the website.

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**1800 333 000**

**Police, Fire, Ambulance**  
**Triple Zero (000)**

**Police Assistance Line**  
**131 444**



**NSW Police Force**