

Explosives Licencing, Registration and Inspection

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Policy Statement

Summary	<p>This policy procedure outlines the process for explosives licensing, registration, inspections and revocations.</p> <p>This policy procedure aims to explain:</p> <ul style="list-style-type: none">• The two types of certificates;• The responsibilities of the Explosives Liaison Officer (ELO);• The process for applications;• What to do if premises are unsuitable; and• Revocations of certificates if a holder is no longer considered a fit person.
Scope	<p>This policy applies to all police officers and police staff.</p>

Principles

General	<ul style="list-style-type: none">• Responsibility for the licensing of stores within the Force area lies with the police and fire and rescue services.• The licensing authority is required to maintain a register of all licensed explosive stores within the Force area.• This register is kept at the Firearms Licensing, Headquarters, and is available for inspection by certain qualifying members of the public who live within the public consultation zone of an explosives store.• The Force controls the issue of 'Acquire only ' and 'Acquire and keep ' certificates to ensure they are issued to people:<ul style="list-style-type: none">○ Who are reliable and may be entrusted with explosives;○ Who are experienced and competent in the safe handling of explosives; and○ Whose store or premises are duly licensed or registered by the appropriate authority; or○ Who has access to suitable storage facilities.• Firearms Licensing will maintain a computer record containing details of all current certificates issued and this will be supervised by the ELO.• When the Force receives an application or reapplication, it will consider whether the applicant may properly be regarded as a fit person. The Force Explosives Liaison Officer (ELO) will:<ul style="list-style-type: none">○ Make enquiries into the character and competency of the person; and○ Consult the regional counter terrorism unit.
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Inspections and Security

Principles

- The Explosives Liaison Officer (ELO) must ensure that all explosives storage facilities are inspected at least once a year and record the visits.
 - Officers are reminded that the most stringent safety precautions must be observed when making inspections of licensed stores and registered premises.
 - Vehicles fitted with wireless, citizen band (CB) radio or telephone must not be used within 200 metres of the store and personal radios must not be used within 50 yards of any:
 - Store;
 - Premises;
 - Explosives; or
 - Detonators wired for operation, e.g. shot firing.
 - As part of the inspection and when enquiring into the storage of the explosives, the ELO will have regard to the security of the explosive's storage facility and their surroundings.
 - When giving advice about security, they will take account of the latest recommendations of the Explosives Regulations 2014 – Security Provisions L151 issued by the Health and Safety Executive Explosives Inspectorate.
 - In relation to any physical or electronic security system used to protect any explosives storage place, only equipment or installations of British Standard will be acceptable.
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Acquire Only Certificate

Principles

- An 'Acquire only' certificate may only be granted to authorise the purchase or acquisition of an amount of explosives for immediate use.
- The certificate is valid for a period of up to five years. They are granted on the understanding that the explosives are to be used immediately after delivery or returned to the supplier, and not stored.
- Officers who receive an application for the issue or renewal of an Acquire only certificate, must send it immediately to the ELO. They will deal with the application and cause enquiries to be made.
- If the application is approved, the ELO will:
 - Issue an acquire only certificate;
 - Send the original to the applicant by post; and
 - Update the records maintained in Firearms Licensing.
- The ELO will take reasonable steps to ensure that all the explosives to which the certificate refers are used and not stored.

Acquire and Keep Certificate

Summary

- Licences in respect of explosive stores are issued by appropriate licensing authority and are valid between one and five years.
 - Officer who receive an application for the issue or renewal of an Acquire and keep certificate, must send it immediately to the ELO. They will deal with the application and cause enquiries to be made.
 - If the premises are considered to be unsatisfactory, the ELO will consider removing any existing stocks to a suitable secure place as a temporary precaution.
 - If the unsatisfactory features are:
 - Of a minor nature - the Force may issue the certificate subject to the necessary improvements being made within a short time.
 - Major security problems - the certificate will not be issued or renewed until improvements are carried out.
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Revocations

Principles

- If circumstances suggest that the holder of an explosives certificate is no longer a fit person, police officers or members of police staff should submit a report to the Assistant Chief Constable, via the ELO.
 - The ELO may consider removing any existing stocks to a suitable secure place as a temporary precaution.
 - The ELO will:
 - Examine any breaches of the recommended standards of construction, security or use etc. when considering revoking a person's certificate;
 - Submit a comprehensive report relating to the certificate holder, via the nominated Chief Inspector, Operations Support, to the appropriate Assistant Chief Constable; and
 - Where a certificate is revoked, serve the notice on the certificate holder; and arrange for the removal and storage, if necessary, of any explosives.
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Additional Information

Compliance

This policy complies with the following legislation and guidance:

- Explosives Regulations 2014
 - Explosives Regulations 2014 – Security Provisions L151
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