

SA Firearms Register



SOUTH AUSTRALIA POLICE
SAFER COMMUNITIES



Government
of South Australia

SA Firearms Register Portal

- How to login in
- What you require before you commence
- Important things to remember
- Frequently Asked Questions

SA Firearms Register Portal

- Dealer return (RIF/ROF)
- Search for Draft & Submitted returns
- Notifications
- Employee Management feature for privileged user
- URL to access the form

<https://forms.police.sa.gov.au/Runtime/Runtime/Form/SAFR.Home>

Before Your Start

- Have you got your 100 point ID documents – this needs to be your National 100 point identification e.g. Passport; Driver's Licence etc.

Note: your Firearms Licence cannot be used for 100 point check

- You have to ensure your documents have the same name as you enter onto the SAFR portal

What browsers will SAFR work on?

Latest version of:

- Microsoft Edge



- Google Chrome



NOTE: Form behaviour on any other browser may vary. Therefore, it is recommended that the above listed browsers are used for best user experience

Access SA GOV Web Site (account.sa.gov.au)

The screenshot shows the SA.GOV.AU login page. The browser address bar displays <https://npe.account.sa.gov.au/auth/realms/sa/protocol/c...>. The page header includes the SA.GOV.AU logo and the mySAGOV logo. The main content area is titled "Log in" and contains a "One account for South Australian Government services" section. This section lists services such as checking demerit points, registering a vehicle, and setting up direct debit. Below this list is a "Log in or create an account to access mySA GOV" link. To the right of this section are input fields for "Email" and "Password", a "Forgot Password?" link, a "Remember me" checkbox, and a "Log in" button. A red circle highlights the "Create an account" link, with an arrow pointing to it from the text "Click on 'Create an account'". Below the login fields is a "Help" section with links for "I've forgotten my password", "I've forgotten my email", "I'm not sure if I have an account", and "I don't use the email I used to set up the account". The footer contains a disclaimer, privacy, accessibility, sitemap, about us, and contact us links, along with the Government of South Australia and South Australia logos.

SA.GOV.AU

mySAGOV

Log in

One account for South Australian Government services

A mySA GOV account allows you to access the following South Australian government services:

- Check demerit points
- Register a vehicle
- Notify the sale of a vehicle
- Set up direct debit for vehicle registration
- Update your details, and more

Log in or create an account to access mySA GOV

Email

Password

[Forgot Password?](#)

☒ Remember me

By clicking Log in, you agree to our [Terms of Use](#).

[Create an account](#)

Log in

Help

[I've forgotten my password](#)

[I've forgotten my email](#)

[I'm not sure if I have an account](#)

[I don't use the email I used to set up the account](#)

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Government of South Australia

SOUTH AUSTRALIA

Use your existing MySA Gov email address and password or create an account with MySA Gov if you don't already have one

Create an account using valid email address and password

SA.GOV.AU 

Create an account

Three step process

- 1. Enter your details**
 - Provide an email address and password to create the account.
- 2. Activate your account**
 - We'll send you a confirmation email. Click the activation link within 30 minutes.
- 3. Confirm your identity**
 - Provide evidence of who you are to access your personal records.

What do I need?

- your South Australian Driver's Licence / Learner's Permit photo card
- [Registration Renewal notice](#) for any vehicle registered to you.

[Organisation?](#)

What if I don't have it?
For assistance [contact Service SA](#).

Enter your email address

Password

Your password must contain between 8 and 40 characters, include at least one number, one uppercase letter and one lowercase letter.

Confirm password



Enter the same password to confirm.

By clicking Create an account, you agree to our [Terms of Use](#).

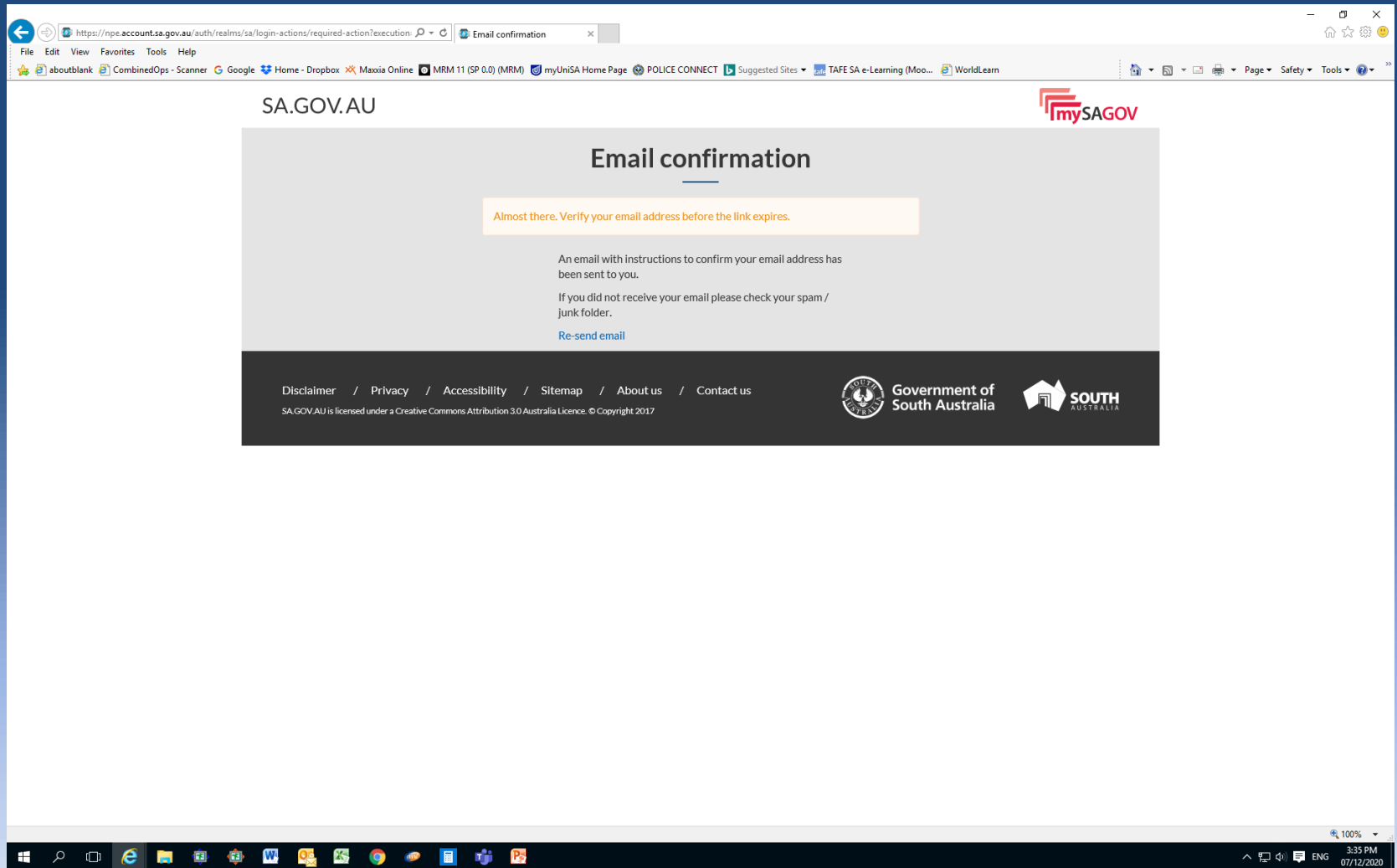
[Create an account](#)

[Back to Log in](#)

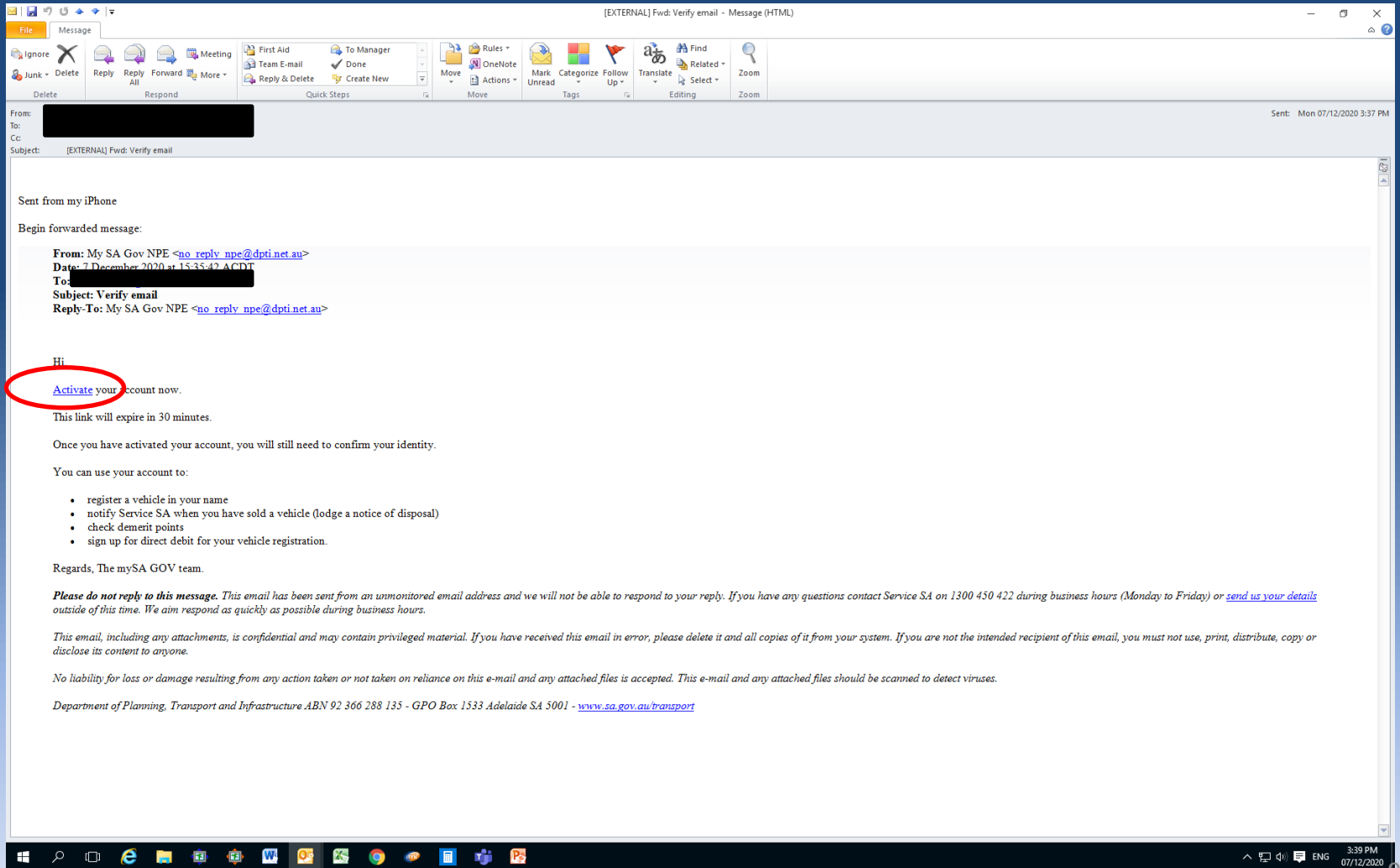
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 Government of South Australia 

Look for Email confirmation



Activate Your Account



100 points of ID



- Australian Passport
- Australian Driver's Licence
- Australian Birth Certificate
- Australian Citizenship Certificate
- Australian Marriage Certificate
- Medicare
- Australian Certificate of Registration by Descent
- Change of Name Certificate

Your Firearm licence cannot be used for 100 point ID check

User Registration



SOUTH AUSTRALIA POLICE
SAFER COMMUNITIES

**Enter personal details and
click Next**

SAFR User Registration

Your Details

Please enter your official name, as it appears on your firearms licence.

First name*

Type a value

Middle name

Type a value

Third name

Type a value

Fourth name

Type a value

Surname*

Type a value

Date of birth*

dd/mm/yyyy



Mobile phone*

Type a value

Preferred number

Mobile



Home number

Type a value

Work number

Type a value

Email address*

rupesh.batra@police.sa.gov.au

Next

Select the type of ID you will use



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SAFER COMMUNITIES

SAFR User Registration

Identity Verification

To register for the SAFR Customer Portal, you will need to satisfy a 100 point identity verification. SAPOL does not store this information, it is used only to verify your chosen documents with their respective issuer.

Please note:

- You will need to have the desired documents ready in order to provide reference information exactly as it is printed on the document.
- At least one photo ID document from Category A must be selected.

You must tick the box to agree to have your identity checked with the issuer of the selected documents

☐ I agree to have my identity checked with the issuer of the selected documents

Category A

Photographic Identity Document*

- ☐ Passport (Current or expired within last 2 years) (70 Points)
- ☐ Australian Driver's Licence (40 Points)

Non-Photographic Identity Document (70 Points)

- ☐ Australian Birth Certificate
- ☐ Australian Citizenship Certificate

Category B

Other Identity Document (25 Points)

- ☐ Medicare Card
- ☐ Change of Name Certificate
- ☐ Marriage Certificate

Total Points (must be at least 100): **0**

Back

Verify Identity – Complete Details as Requested



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SAFR User Registration

Identity Verification

To register for the SAFR Customer Portal, you will need to satisfy a 100 point identity verification. SAPOL does not store this information, it is used only to verify your chosen documents with their respective issuer.

Please note:

- You will need to have the desired documents ready in order to provide reference information exactly as it is printed on the document.
- At least one photo ID document from Category A must be selected.

☒ I agree to have my identity checked with the issuer of the selected documents

Category A

Photographic Identity Document*

- ☒ Passport (Current or expired within last 2 years) (70 Points)
☐ Australian Driver's Licence (40 Points)

Non-Photographic Identity Document (70 Points)

- ☒ Australian Birth Certificate
☐ Australian Citizenship Certificate

Category B

Other Identity Document (25 Points)

- ☐ Medicare Card
☐ Change of Name Certificate
☐ Marriage Certificate

Total Points (must be at least 100): **140**

Passport

Given name/s*

Rosa

Family name*

Football

Birth date*

12/06/1993

Country of issue*

Australia

Passport number*

PF0150001

Verify Passport

Australian Birth Certificate

Given name/s*

Rosa

Family name*

Football

Birth date*

12/06/1993

Issuing state/territory*

New South Wales

Registration number

02

Certificate number

Type a value

Registration year

Type a value

Verify Birth Certificate

Back

Click on Verify for verification on provided identity details

Verify Identity –

Two failed attempts to verify identity will allow manual uploading of documents

Australian Driver's Licence

Given name [Redacted]	Middle name(s) <i>Type a value</i>	Family name* [Redacted]
Birth date* 6/01/1976		
Driver's licence number* [Redacted]	State of issue* Australian Capital Territory	Verify Driver's Licence

Australian Birth Certificate

Given name/s* [Redacted]	Family name* [Redacted]
Birth date* [Redacted]	Issuing state/territory* Select an item
Registration number <i>Type a value</i>	Certificate number <i>Type a value</i>
Registration date Select a date	Verify Birth Certificate

Back

I Can't Verify My Documents

Upload documents screen



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SAFR User Registration

Upload Identity Documents

You must upload at least 100 points of ID, including at least one of:

- Australian Passport (Current or expired with the past 2 years)
- Australian Driver's Licence
- South Australian Firearms Licence

[+ Add Document](#)

Click to upload documents

FILE NAME	DOCUMENT TYPE CODE	DOCUMENT TYPE CODE
-----------	--------------------	--------------------

No items to display.

Photo ID Uploaded: **false**

Total Points: **0**

[Back](#)

NOTE: Copy of Firearms licence can be uploaded as photo ID however, this will NOT count towards 100 point ID

Document upload screen

UPLOAD DOCUMENT

Document Type*

Select an item

Australian Birth Certificate

Australian Citizenship Certificate

Australian Driver's Licence

Change of Name Certificate

Immigration Card

Marriage Certificate

Medicare Card

Passport (Current or expired within last 2 years)

South Australian Firearms Licence

Visa Request

Upload File*

Click here to attach a file

Save

**NOTE: Select document types from the drop down list and attach image for upload.
Repeat this process until total of 100 points has been completed.
This will automatically calculate the points**

Document upload screen



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SAFR User Registration

Upload Identity Documents

You must upload at least 100 points of ID, including at least one of:

- Australian Passport (Current or expired with the past 2 years)
- Australian Driver's Licence
- South Australian Firearms Licence

[+ Add Document](#)

FILE NAME	DOCUMENT TYPE CODE	DOCUMENT TYPE CODE
Birth_Certificate.png	Australian Birth Certificate	70
DL.png	Australian Driver's Licence	40
Photo ID Uploaded: true		Total Points: 110

[Back](#)

[Next](#)

Click Next

Select document types from the drop down list and attach image for upload. Repeat this process until total of 100 points has been completed.

This will automatically calculate the points

Note: This process requires manual verification. Refer to page 21 for further instructions

Once you have satisfied your 100 point ID check – you will be presented with a confirmation screen – click Next



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SAFR User Registration

Identity Verification

Your identity has been verified, please continue to the next section.

Back

Next

You will be presented with registered licenses



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SAFR User Registration

Licence Linking

Your licences have been automatically linked. If something doesn't look right, please contact the SAPOL Firearms Branch

LICENCE NUMBER	ROLE	LICENCE STATUS	LICENCE TYPE	EXPIRY DATE
123321B	Personal	Approved	F	31/10/2022

Declaration

☐ I have read & understood the [privacy statement](#) explaining how information is collected and used

☐ I hereby declare that all particulars given by me in this registration process are true and correct

Back

Declaration checkboxes must be clicked for completing this step

Submit

You will be presented with confirmation



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SAFER COMMUNITIES

SAFR User Registration

Licence Linking

Your licences have been automatically linked. If something doesn't look right, please contact the SAPOL Firearms Branch

LICENCE NUMBER	ROLE	LICENCE STATUS	LICENCE TYPE	EXPIRY DATE
123321B	Personal	Approved	F	31/10/2022

Declaration

- ☒ I have read & understood the [privacy statement](#) explaining how information is collected, stored and used.
- ☒ I hereby declare that all particulars given by me in this registration process are true and correct.

Back

Submit

REGISTRATION SUCCESSFUL



Thank you for your registration, it will now be verified and you will receive an email detailing the outcome.

OK

You will be presented with this message



SOUTH AUSTRALIA POLICE
SAFER COMMUNITIES

SAFR User Registration

Declaration

☒ I have read & understood the [privacy statement](#) explaining how information is collected and used

☒ I hereby declare that all particulars given by me in this registration process are true and correct

Back

Submit

Select Declaration checkboxes and click Submit

You will be presented with this message



SOUTH AUSTRALIA POLICE
SAFER COMMUNITIES

SAFR User Registration

Declaration

- ☒ I have read & understood the [privacy statement](#) explaining how information is collected, stored and used.
- ☒ I hereby declare that all particulars given by me in this registration process are true and correct.

Back

Submit

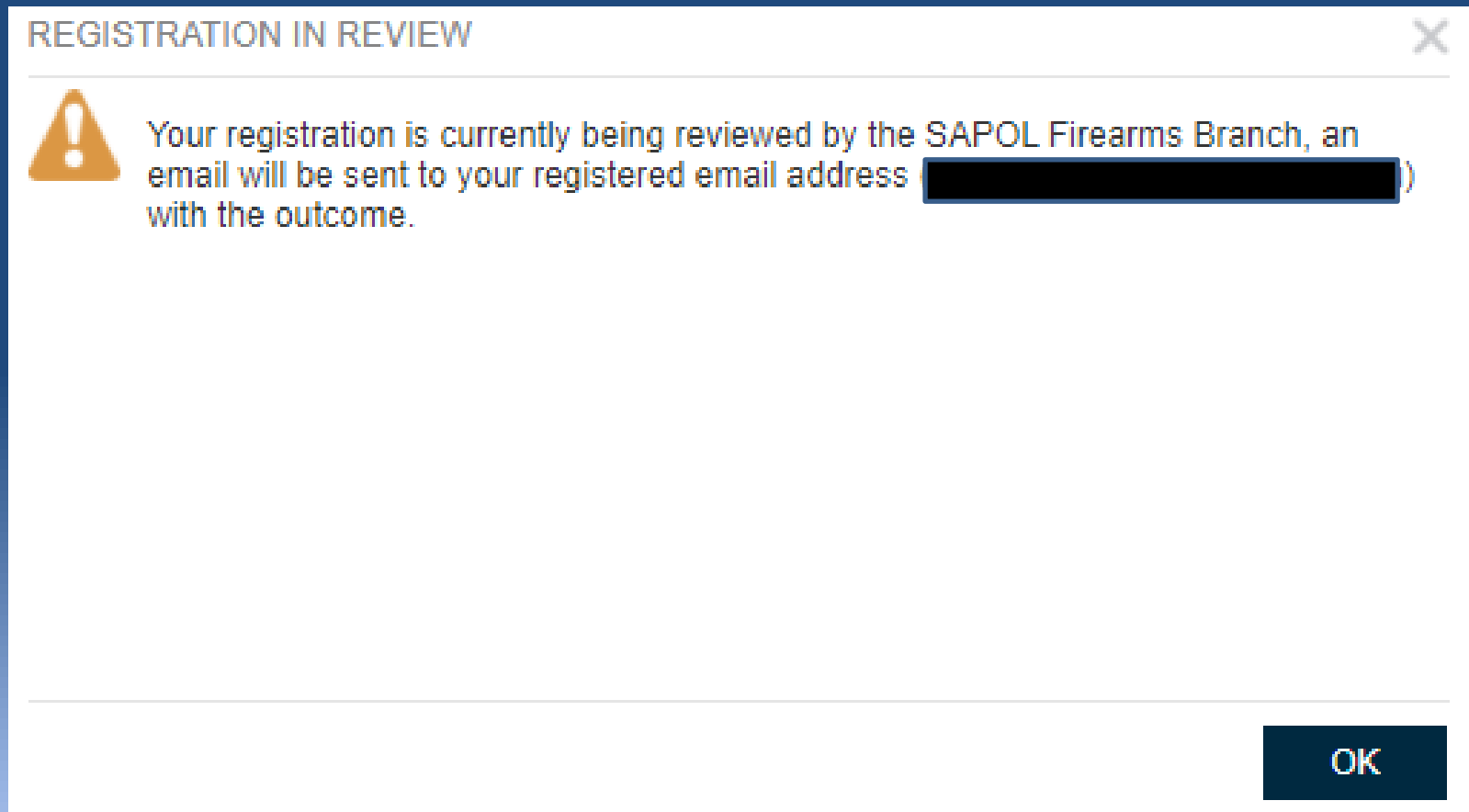
REGISTRATION SUCCESSFUL



Thank you for your registration, it will now be verified and you will receive an email detailing the outcome.

OK

Outcome of verification will be provided via email



Click Ok and you will be directed to SAPOL web site

You'll receive Email Confirmation

----- Forwarded message -----

From: <no-reply@police.sa.gov.au>
Date: Wed, 31 Mar 2021 at 09:50
Subject: SAFR Registration
To: [REDACTED]



SOUTH AUSTRALIA POLICE
KEEPING SA SAFE



Government of
South Australia

[REDACTED]

You have successfully activated your user account on the SAFR Customer Portal.

Your current user ID: [REDACTED]

(Note that this may be changed on the [MySAGov Portal](#))

South Australia Police

The information contained in this message and any attachment is confidential and may also be the subject of legal, professional privilege or public interest immunity.

If you are not the intended recipient, any use, disclosure or copying of this document and or its attachments is unauthorised.

You will be presented with SAFR Home Page



SA Firearms Register Customer Portal

User Details Logout



Licences

Your pending and verified licences are shown below.

LICENCE #	ROLE	LICENCE STATUS	EXPIRY DATE
000666V	Personal	Approved	10/31/2022
666000B	Personal	Approved	10/31/2022
000228D	Dealer primary nominee	Approved	10/31/2022

Notification

Please double click on the row below to see more details.

SUBJECT	RECEIVED
No items to display.	

Dealer



Firearm Transfers



Draft Returns



Submitted Returns



Employees

My Submissions

Please double click on the row below to see more details.

APPLICATION	REFERENCE NUMBER	STATUS	STATUS DATE
Self Audit	000666V - 666000B - Online Self Audit Results	Submitted	1/11/2021 1:28 PM

<< < 1 >

Click on Dealer icon to see related options

Access RIF/ROF by clicking Firearm Transfers

Employee Management is only available to Dealer Primary Nominee

Record of Incoming / Outgoing Firearms (RIF/ROF)



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SAFER COMMUNITIES



Back to SAFR

Record of Incoming / Outgoing Firearms

Select a Dealer and Return Type

If you're linked to more than one dealer, make a selection from the dropdown list

[Redacted]

Return type*



Incoming



Outgoing

Next

Click 'Add' to create a new RIF or ROF
For no RIF & ROF for a given month, click 'Submit Nil Return'



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SAFER COMMUNITIES



Record of Incoming Firearms

RECEIPT NUMBER	NAME & LICENCE NO	FIREARM DETAILS	DATE TIME RECEIVED	TAG NUMBER
No items to display.				

Delete

Edit

Add

Save Draft

Submit Nil Return

Some Fields Auto Populate



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Record of Incoming Firearms

***You are required to
make a selection***

Transaction Details

Tag number*

- ☐ Repair
 - ☐ Consignment
 - ☐ Safekeeping
 - ☐ Witness to Transfer
 - ☐ Hire
 - ☒ Dealer Stock
- FF355

Received by

HURYOQ HUQOIQDR(VYACORICO) K/C
IR HURYOQ HUQOIQDR (VYACORICO)

SQIGUJX

Received at*

2/11/2021 11:48 AM



Receipt number

Type a value

***The tag number will be
automatically populated
depending on your selection***

From

Are you importing this firearm from overseas? ☐

Amnesty? ☐

Receiving from Police ☐

Name*

Type a value

Phone number

Type a value

Email address for receipt (optional)

Type a value

State of issue*

South Australia



Licence number*

Type a value

Address*

Search for address...

☐ Address is not listed

Personal Information Section



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SAFER COMMUNITIES



Record of Incoming Firearms

Transaction Details

Tag number*

- ☐ Repair
☐ Consignment
☐ Safekeeping
☐ Witness to Transfer
☐ Hire
☒ Dealer Stock

AA759

Received by

KWTSYNJW FWRX HT UYD QYI

Received at*

13/09/2021 11:56 AM



Receipt number

Type a value

For 'Amnesty' firearms or 'Receiving from Police', personal information will not be required if this checkbox is selected

From

Are you importing this firearm from overseas? ☐

Amnesty? ☐

Receiving from Police ☐

Name*

Type a value

Please enter details of the licensee.

Phone number

Type a value

Email address for receipt (optional)

Type a value

State of issue*

South Australia



Licence number*

Type a value

Address Search

Address*

220 main north road

220 Main North Rd, Clare, South Australia, 5453, AUS

220 Main North Rd, Prospect, Adelaide, South Australia, 5082, AUS

220 Main North Rd, Blakeview, Adelaide, South Australia, 5114, AUS

Main North Rd, Blair Athol, Adelaide, South Australia, 5084, AUS

Main North Rd, Brahma Lodge, Adelaide, South Australia, 5109, AUS

Main North Rd, Elizabeth North, Adelaide, South Australia, 5113, AUS

Entering the Address information will present with options list to help with address selection

Manual Address*

Type a value

☒ Address is not listed

If Address is not displayed from the list, 'Address is not listed' checkbox can be ticked to enter the address manually

Details of Incoming Firearm

Firearm Detail

Firearm serial number*
3256

Is this an incomplete firearm (is it the frame or receiver only)?*
☐ Yes ☒ No

Search for your firearm:*
F00003356

F00003356 Franchi Luigi 612 Grifone

NFID

Make

Manufacturer

Firearm category*
Select an item

Calibre
Select an item

Magazine
Select an item

Cartridge Type
Select an item

Type
Select an item

Action
Select an item

Barrel
Select an item

Visible Hammer
Select an item

Model

Country of Manufacture

Model Variant
Select an item

Firearm details will be auto-populated upon selecting firearm from the NFID list

NFID Template ID can be entered (where known) in the 'Search for your firearm' field, which will filter summary of that firearm.

If the NFID Template ID is not known, search by Make and/or Model

Details of Incoming Firearm

Search for your firearm:*

F00000533 TOZ TOZ-66 Hammer Gun

There may be multiple values for the selected firearm template, please ensure you select the correct values

NFID	F00000533	
Make	Model	Model Variant
TOZ	TOZ-66 Hammer Gun	Base Model
Manufacturer	Country of Manufacture	
Tulsky Oruzheiny Zavod	Russian Federation	

Firearm category*

A

Calibre

12 Gauge

Magazine

Capacity Type

(2 round)

Cartridge Type

Type

Shotgun

Action

Break Action

Barrel

Double Barrel Side By Side (711.2 mm)

Visible Hammer


Yes

Other Information/Comments

Type a value

Firearm Images

Click on an image to view its full size.



Cancel Save Add Another Print RIF

Upon selecting the firearm, firearm details will auto-populate. In the event, there are multiple values in a field, only relevant values will be displayed for selection in the drop down list. Where available, firearm images will be presented. In the event that a Firearm Category is blank, you must manually select a value.

Details of Incoming Firearm

Firearm category*
A

Calibre
12 Gauge

Magazine
Capacity Type
(2 round)

Cartridge Type

Type
Shotgun

Action
Break Action


Barrel
Double Barrel Side By Side (711.2 mm)

Visible Hammer
Yes

Other Information/Comments
Type a value

Firearm Images

Click on an image to view its full size.



Cancel Save Add Another Print RIF

The 'Add Another' button feature provides facility to add multiple firearms of the same type / firearm details with slight variation, without having to re-type in all fields. For example, in a scenario where importing multiple firearms of same type, this feature will allow to keep adding multiple records with different serial numbers.

Once the form is complete, Click 'Save'

Save Draft or Submit



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SAFER COMMUNITIES



Record of Incoming Firearms

RECEIPT NUMBER	NAME & LICENCE NO	FIREARM DETAILS	DATE TIME RECEIVED	TAG NUMBER
	<div></div>	TOZTOZ-66 Hammer Gun - 3256	2/11/2021 12:01 PM	Dealer Stock(F355)
<div><div>Delete</div><div>Edit</div><div>Add</div><div>Save Draft</div><div>Submit</div></div>				

Submission received confirmation once the RIF / ROF has been submitted



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SAFER COMMUNITIES



Back to SAFR

Record of Incoming Firearms

RECEIPT NUMBER	NAME & LICENCE NO	DATE TIME RECEIVED	TAG NUMBER
	AMNESTY	2/11/2021 12:01 PM	Dealer Stock(FF355)
Delete	Edit	Add	Submit

SUBMISSION RECEIVED



Your Return for Incoming Firearms submission was successfully received by Firearms Branch

OK

Details of Outgoing Firearm



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SAFER COMMUNITIES

Record of Outgoing Firearms

Transaction Details

Tag number*

- ☐ Repair
- ☐ Consignment
- ☐ Safekeeping
- ☐ Witness to Transfer
- ☐ Hire
- ☒ Dealer Stock

FF133

Disposed by

HURYOQ HUQOIQDR(VYACORICO) K/C
IR HURYOQ HUQOIQDR (VYACORICO)

SQIGUJX

Disposed at*

28/05/2021 11:42 AM



Receipt number

Type a value


To




One of the benefits of system generated TAG numbers is that the outgoing details of firearms will be auto populated where incoming submissions have been completed using the portal.

In cases where Incoming was submitted using paper, the details of the firearm will need to be manually entered in the Outgoing


Daily automated email providing summary of submissions


 Wed 07/04/2021 4:00 PM
no-reply@police.sa.gov.au
Dealer submission confirmation

To: [REDACTED]

 If there are problems with how this message is displayed, click here to view it in a web browser.

Action Items + Get more apps

 SOUTH AUSTRALIA POLICE
KEEPING SA SAFE

 Government of
South Australia

[REDACTED]

Confirmation of your submissions for today:

Completed Submissions

Return Type	# of firearms
Incoming	5
Outgoing	2

You have dealer submissions not yet complete. Please complete your draft and submit this form at your earliest convenience.

Draft Submissions

Return Type	# of firearms
Incoming	2
Outgoing	1

You can view the list of saved dealer submission forms on the [SAFR Customer Portal](#)

South Australia Police

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Submitted Dealer Returns



SA Firearms Register Customer Portal

User Details Logout



Licences

Your pending and verified licences are shown below.

LICENCE #	ROLE	LICENCE STATUS	EXPIRY DATE
	Personal	Approved	10/31/2022
	Personal	Approved	10/31/2022
	Dealer primary nominee	Approved	10/31/2022

Notifications

Please double click on the row below to see more details.

SUBJECT	RECEIVED
No items to display.	

Dealer



My Submissions

Please double click on the row below to see more details.

APPLICATION	REFERENCE NUMBER	STATUS	STATUS DATE
Self Audit	000666V - 666000B - Online Self Audit Results	Submitted	1/11/2021 1:28 PM

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sa.gov.au



Search feature to view submitted RIF/ROF based on defined criteria

Search on Dealer Returns

SOUTH AUSTRALIA POLICE
KEEPING SA SAFE

Your search will be based on the criteria you enter

Submitted Dealer Returns

Dealer* If you're linked to more than one dealer, please choose from the dropdown list*

Search type* ☒ Search by return date (MM/YYYY)
☐ Search by RIF / ROF item received date
☐ Search by firearm serial number or dealer tag

Return for MM / YYYY

Clear Search

Click here to export data to an Excel Spreadsheet

Export to Excel

RETURN TYPE	NAME & LICENCE NO	FIREARM MAKE & MODEL	SERIAL NUMBER	CREATED BY	RECEIVED	TAG TYPE
Incoming	AMNESTY	Colt AR-15 A3 Tactical Carbine	dcwqdcvw	julia peisley	5/11/2020 3:44 PM	Dealer Stock (AA000)
Incoming	AMNESTY	Colt AR-15 A3 Tactical Carbine	123456	julia peisley	5/11/2020 3:44 PM	Dealer Stock (AA002)
Outgoing	AMNESTY	Glock USA 22	xdswfe	julia peisley	5/11/2020 3:51 PM	HIRE (AA005)
Outgoing	AMNESTY	Glock USA 22	143413	julia peisley	5/11/2020 3:51 PM	HIRE (AA006)
Outgoing	AMNESTY	Glock USA 22	12345678	julia peisley	5/11/2020 3:51 PM	HIRE (AA004)
Outgoing	AMNESTY	Colt AR-15 A3 Tactical Carbine	78687	julia peisley	5/11/2020 4:04 PM	REPS (AA009)
Outgoing	AMNESTY	Colt AR-15 A3 Tactical Carbine	vcdfvr	julia peisley	5/11/2020 4:04 PM	REPS (AA007)
Outgoing	AMNESTY	Colt AR-15 A3 Tactical Carbine	436246	julia peisley	5/11/2020 4:04 PM	REPS (AA008)
Outgoing	AMNESTY	Colt AR-15 A3 Tactical Carbine	45132	julia peisley	5/11/2020 4:04 PM	REPS ()
Incoming	bfejdivf (fvbfrehg)	Colt AR-15 Commando SMG	vfer43642656	julia peisley	5/11/2020 4:20 PM	CONS ()
Incoming	AMNESTY	Colt AR-15 Select Fire	454657	julia peisley	5/11/2020 4:32 PM	REPS ()
Incoming	ert (123456b)	Colt AR-15 A2 Sporter II	6542645	julia peisley	5/11/2020 4:39 PM	SFK (AA011)
Incoming	ert (123456b)	Colt AR-15 A2 Sporter II	gr3wqg5r	julia peisley	5/11/2020 4:39 PM	SFK (AA010)
Incoming	ert (123456b)	Colt AR-15 A2 Sporter II	542645	julia peisley	5/11/2020 4:39 PM	SFK (AA012)
Incoming	ert (123456b)	Colt AR-15 A2 Sporter II	123456	julia peisley	5/11/2020 4:39 PM	SFK ()
Incoming	AMNESTY	Glock 17	12	julia peisley	5/11/2020 4:53 PM	HIRE (AA016)
Incoming	AMNESTY	Glock 17	32456	julia peisley	5/11/2020 4:53 PM	HIRE (AA013)

Exported view for record keeping

RIF ROF Item Search Result List-20201210 - Microsoft Excel

N19																	
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
1	Return Type	Name & Licence No	Firearm Make & Model	Serial Number	Created By	Received	Tag Type										
2	Incoming	AMNESTY	Colt AR-15 A3 Tactical Carbine	dcwqdcvw	julia peisley	05/11/2020 5:14 Dealer Stock (AA003)											
3	Incoming	AMNESTY	Colt AR-15 A3 Tactical Carbine	123456	julia peisley	05/11/2020 5:14 Dealer Stock (AA002)											
4	Outgoing	AMNESTY	Glock USA 22	xdswfe	julia peisley	05/11/2020 5:21 HIRE (AA005)											
5	Outgoing	AMNESTY	Glock USA 22	143413	julia peisley	05/11/2020 5:21 HIRE (AA006)											
6	Outgoing	AMNESTY	Glock USA 22	12345678	julia peisley	05/11/2020 5:21 HIRE (AA004)											
7	Outgoing	AMNESTY	Colt AR-15 A3 Tactical Carbine	78687	julia peisley	05/11/2020 5:34 REPS (AA009)											
8	Outgoing	AMNESTY	Colt AR-15 A3 Tactical Carbine	vcdvfr	julia peisley	05/11/2020 5:34 REPS (AA007)											
9	Outgoing	AMNESTY	Colt AR-15 A3 Tactical Carbine	436246	julia peisley	05/11/2020 5:34 REPS (AA008)											
10	Outgoing	AMNESTY	Colt AR-15 A3 Tactical Carbine	45132	julia peisley	05/11/2020 5:34 REPS ()											
11	Incoming	bfjedvfr (fvbfrehg)	Colt AR-15 Commando SMG	vfer43642656	julia peisley	05/11/2020 5:50 CONS ()											
12	Incoming	AMNESTY	Colt AR-15 Select Fire	454657	julia peisley	05/11/2020 6:02 REPS ()											
13	Incoming	ert (123456b)	Colt AR-15 A2 Sporter II	6542645	julia peisley	05/11/2020 6:09 SFK (AA011)											
14	Incoming	ert (123456b)	Colt AR-15 A2 Sporter II	gr3wq5r	julia peisley	05/11/2020 6:09 SFK (AA010)											
15	Incoming	ert (123456b)	Colt AR-15 A2 Sporter II	542645	julia peisley	05/11/2020 6:09 SFK (AA012)											
16	Incoming	ert (123456b)	Colt AR-15 A2 Sporter II	123456	julia peisley	05/11/2020 6:09 SFK ()											
17	Incoming	AMNESTY	Glock 17	12	julia peisley	05/11/2020 6:23 HIRE (AA016)											
18	Incoming	AMNESTY	Glock 17	32456	julia peisley	05/11/2020 6:23 HIRE (AA013)											
19	Incoming	AMNESTY	Glock 17	45689	julia peisley	05/11/2020 6:23 HIRE (AA015)											
20	Incoming	AMNESTY	Glock 17	123456	julia peisley	05/11/2020 6:23 HIRE (AA014)											
21	Outgoing	AMNESTY	Armalite Hollywood AR-15	1254	julia peisley	05/11/2020 6:32 HIRE (AA017)											
22	Incoming	AMNESTY	Armalite Hollywood AR-15	534116	julia peisley	05/11/2020 23:14 WIT											
23	Incoming	AMNESTY	Armalite Hollywood AR-15	456756	julia peisley	05/11/2020 23:14 WIT											
24	Incoming	AMNESTY	Armalite Hollywood AR-15	1687486	julia peisley	05/11/2020 23:14 WIT											
25	Incoming	AMNESTY	Armalite Hollywood AR-15	4516	julia peisley	05/11/2020 23:14 WIT											
26	Incoming	AMNESTY	Armalite Hollywood AR-15	4237489	julia peisley	05/11/2020 23:14 WIT											
27	Incoming	AMNESTY	Armalite Hollywood AR-15	752421	julia peisley	05/11/2020 23:14 WIT											
28	Incoming	AMNESTY	Armalite Hollywood AR-15	123786	julia peisley	05/11/2020 23:14 WIT											
29	Incoming	AMNESTY	Armalite Hollywood AR-15	126486	julia peisley	05/11/2020 23:14 WIT											
30	Incoming	test (123456b)	USSR Make Unknown AK-47	15468	julia peisley	06/11/2020 2:01 REPS ()											
31	Incoming	Mike Jones (123b)	Glock USA 22	1111	Matthew Jones	06/11/2020 4:04 Dealer Stock (AA025)											
32	Incoming	AMNESTY	China Factory 386 AK-47S	159489	julia peisley	08/11/2020 22:58 Dealer Stock (AA028)											
33	Outgoing	test (123456b)	Armalite Hollywood AR-15	123546789	julia peisley	08/11/2020 23:17 HIRE (AA029)											
34	Incoming	AMNESTY	Armalite Hollywood AR-15	123456	julia peisley	08/11/2020 23:38 REPS ()											
35	Incoming	AMNESTY	USSR Make Unknown AK-47	repair001	julia peisley	09/11/2020 3:23 REPS ()											
36	Incoming	AMNESTY	USSR Make Unknown AK-47	Consignment001	julia peisley	09/11/2020 3:29 CONS ()											
37	Incoming	AMNESTY	USSR Make Unknown AK-47	Safekeeping001	julia peisley	09/11/2020 3:36 SFK ()											
38	Incoming	AMNESTY	China Factory 386 AK-47S	WitnessToTransfer001	julia peisley	09/11/2020 6:11 WIT											
39	Incoming	AMNESTY	USSR Make Unknown AK-47	hire001	julia peisley	09/11/2020 6:19 HIRE (AA030)											
40	Incoming	AMNESTY	USSR Make Unknown AK-47	DealerStock001	julia peisley	09/11/2020 23:11 Dealer Stock (AA031)											
41	Outgoing	AMNESTY	Heckler & Koch HK MP5	outgoing002	julia peisley	09/11/2020 23:18 REPS ()											
42	Outgoing	AMNESTY	Colt AR-15 A3 Tactical Carbine	Consignment002	julia peisley	09/11/2020 23:24 CONS ()											
43	Outgoing	AMNESTY	Colt AR-15 Commando SMG	Safekeeping002	julia peisley	09/11/2020 23:32 SFK ()											
44	Outgoing	AMNESTY	Colt CAR-15 Carbine	WitnessToTransfer002	julia peisley	09/11/2020 23:45 WIT											
45	Outgoing	AMNESTY	Izhevsk AK-47	hire002	julia peisley	10/11/2020 0:04 HIRE (AA032)											
46	Outgoing	AMNESTY	USSR Make Unknown AK-47	DealerStock002	julia peisley	10/11/2020 0:18 Dealer Stock (AA033)											

Draft Dealer Returns



SA Firearms Register Customer Portal

User Details

Logout



Licences

Your pending and verified licences are shown below.

LICENCE #	ROLE	LICENCE STATUS	EXPIRY DATE
[REDACTED]	Personal	Approved	10/31/2022
[REDACTED]	Personal	Approved	10/31/2022
[REDACTED]	Dealer primary nominee	Approved	10/31/2022

Notifications

Please double click on the row below to see more details.

SUBJECT	RECEIVED
No items to display.	
« < 1 > »	

Dealer



Firearm Transfers



Draft Returns



Submitted Returns



Employees

My Submissions

Please double click on the row below to see more details.

APPLICATION	REFERENCE NUMBER	STATUS	STATUS DATE
Self Audit	000666V - 666000B - Online Self Audit Results	Submitted	1/11/2021 1:28 PM
« < 1 > »			

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Draft page to view all drafts saved.

Draft Dealer Returns

POLICE CONNECT x Draft Dealer Returns x +

https://uat.forms.police.sa.gov.au/Runtime/Runtime/Form/Dealer+Saved+RIF+ROF+Returns/

 **SOUTH AUSTRALIA POLICE**
KEEPING SA SAFE

 Back to SAFR

Draft Dealer Returns

A list of returns awaiting submission that you can search

Dealer [REDACTED]

Refresh Delete

RETURN TYPE	RETURN FOR	CREATED BY	CREATED DATE TIME	LAST MODIFIED TIME	NUMBER OF FIREARMS
Incoming	12/2020	[REDACTED]	3/12/2020 3:10 PM	3/12/2020 3:12 PM	1
Incoming	12/2020	[REDACTED]	3/12/2020 2:36 PM	3/12/2020 2:46 PM	1
Outgoing	12/2020	[REDACTED]	3/12/2020 1:30 PM	3/12/2020 1:35 PM	1
Incoming	12/2020	[REDACTED]	3/12/2020 12:30 PM	3/12/2020 12:33 PM	1
Incoming	11/2020	[REDACTED]	30/11/2020 2:10 PM	30/11/2020 2:13 PM	1
Outgoing	11/2020	[REDACTED]	30/11/2020 1:45 PM	30/11/2020 1:47 PM	1
Incoming	11/2020	[REDACTED]	30/11/2020 9:14 AM	30/11/2020 9:16 AM	1
Incoming	11/2020	[REDACTED]	25/11/2020 9:33 AM	25/11/2020 9:34 AM	1
Incoming	11/2020	[REDACTED]	24/11/2020 10:07 AM	24/11/2020 10:08 AM	1
Incoming	11/2020	[REDACTED]	20/11/2020 3:35 PM	20/11/2020 3:36 PM	1
Incoming	11/2020	[REDACTED]	20/11/2020 3:34 PM	20/11/2020 3:35 PM	1
Incoming	11/2020	[REDACTED]	19/11/2020 11:31 AM	19/11/2020 11:32 AM	1
Outgoing	11/2020	[REDACTED]	17/11/2020 12:36 PM	17/11/2020 12:37 PM	1
Incoming	11/2020	[REDACTED]	17/11/2020 11:08 AM	17/11/2020 11:08 AM	1
Outgoing	11/2020	[REDACTED]	16/11/2020 4:45 PM	16/11/2020 4:49 PM	1
Incoming	11/2020	[REDACTED]	16/11/2020 3:57 PM	16/11/2020 4:14 PM	2
Incoming	11/2020	[REDACTED]	12/11/2020 1:08 PM	12/11/2020 1:09 PM	1

« < 1 > »

Open

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Government of SA GOV.AU

4:15 PM 10/12/2020

Return Information

Return Information

Dealer name

SQIGUJX

Return for

09 - 2021

Return type

Outgoing

Licence number

000228D

RECEIPT NUMBER

NAME & LICENCE NO

FIREARM DETAILS

DATE TIME RECEIVED

TAG NUMBER

BergaraB14 - ADChrSerial0174

20/09/2021 9:46 AM

HIRE(ADTAG9025)

Delete

Edit

Add

Save Draft

Submit

Employee Management



SA Firearms Register Customer Portal

User Details

Logout



Licences

Your pending and verified licences are shown below.

LICENCE #	ROLE	LICENCE STATUS	EXPIRY DATE
	Personal	Approved	10/31/2022
	Personal	Approved	10/31/2022
	Dealer primary nominee	Approved	10/31/2022

Notifications

Please double click on the row below to see more details.

SUBJECT	RECEIVED
No items to display.	

Dealer



Firearm Transfers



Draft Returns



Submitted Returns



Employees

My Submissions

Please double click on the row below to see more details.

APPLICATION	REFERENCE NUMBER	STATUS	STATUS DATE
Self Audit	000666V - 666000B - Online Self Audit Results	Submitted	1/11/2021 1:28 PM

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This feature is only available to Dealer Primary Nominee

Employee Management



SOUTH AUSTRALIA POLICE
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Employee management

Employees

Please choose the licence you wish to see

[Redacted]



X Remove

LICENCE NUMBER	FIRST NAME	SURNAME	ROLE	LINK DATE	LINK STATUS
[Redacted]	[Redacted]	[Redacted]	Dealer secondary no...	5/11/2020	Verified
[Redacted]	[Redacted]	[Redacted]	Dealer secondary no...	5/11/2020	Verified
[Redacted]	[Redacted]	[Redacted]	Dealer primary nomi...	13/11/2020	Verified

Dealer Primary Nominee can remove a staff using this feature. This will trigger an email notification to the Firearms Branch. An email confirmation (example on next page) will be sent to the primary nominee's email address once the backend system has been updated

Email Confirmation

From: <no-reply@police.sa.gov.au>

Date: Mon, 12 Apr 2021, 16:02

Subject: Employee removed

To: [REDACTED]



SOUTH AUSTRALIA POLICE
KEEPING SA SAFE



Government of
South Australia

SAPOL TEST DEALER,

SAPOL Firearms branch have actioned your request to revoke access for [REDACTED] (360087T) from your dealer licence (360086Z).

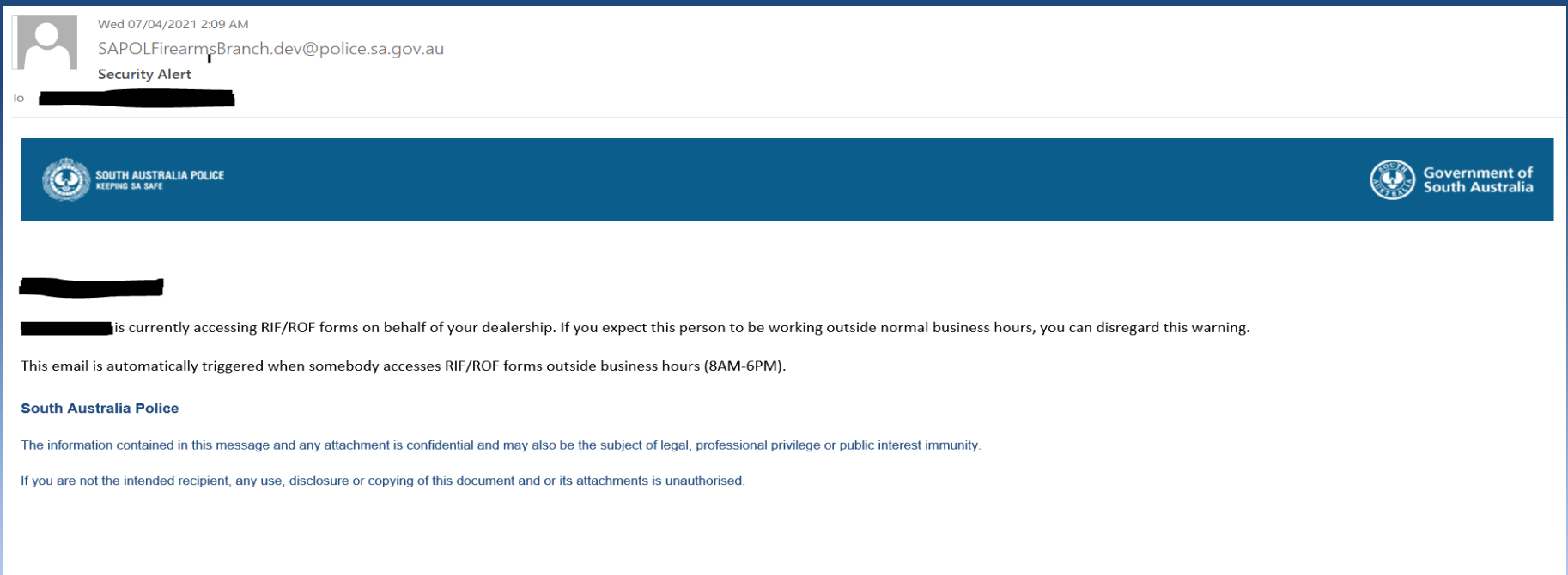
South Australia Police

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If you are not the intended recipient, any use, disclosure or copying of this document and or its attachments is unauthorised.

Security Feature

- In the event a dealer employee accesses either Submitted Returns or Draft returns outside of business hours, an email alert will be sent to the Dealer Primary Nominee's email address as a notification.
- Business hours are set to 8 AM-6 PM.
- Example of email notification below



FREQUENTLY ASKED QUESTIONS

- For completing the Record of Incoming and Outgoing Firearm Forms

What is RIF/ROF online form?

- The RIF (Record of Incoming Firearm) and ROF (Record of Outgoing Firearm) forms have been created to allow SA firearm dealers to submit records online.
- The online forms have been designed to make the process efficient by reducing manual paper processing.

How do I get started?

- You will need to go through a once off registration process.
- The registration process uses MySA Gov account.
- The guide provides details of information required to perform this one off process.

Do I need to keep track of TAG numbers?

- One of the advantages of using online RIF/ROF forms is that the system will automatically assign TAG numbers.
- Another benefit is that when you enter a TAG number in the ROF form which was auto allocated during your online RIF submission, the system will auto-populate the details from the RIF to the ROF, removing the need to re-type all the details.
- Please note that you'll still be able to edit the ROF details if required.

I submitted my RIF on paper and want to submit a ROF using the online form.

Will the system auto populate the details?

- In cases where a RIF has been submitted via paper, the details of the firearm will need to be entered manually in the online ROF form.

How will auto numbering work?

- The system will prefix a TAG number based on the type of option used, for example;
- 'Repair' will commence with prefix 'REP';
- 'Consignment' will commence with prefix 'CON';
- 'Safekeeping' will commence with prefix 'SFK';
- 'Hire' and 'Dealer Stock' will commence with prefix 'D'

Can I save my RIF/ROF and submit at a later stage?

- The system will allow you to save the RIF and / or ROF in draft which you'll need to submit at a later stage. You must click 'Save' on the form for this to occur
- A reminder facility has been created where an email reminder will be sent for any draft forms.

Can I have access to the submissions performed by my business?

- There is a search facility in the system for submitted RIF/ROF.
- The search feature provides different criteria for performing each search.
- You can export the results for your record keeping.

How do I manage system access for my staff?

- A dealer primary nominee will have access to 'Employee Management' in the system.
- This feature provides details of who in a dealership has access to perform RIF/ROF.
- A dealer primary nominee can make changes to their staff using this feature.

How do I provide receipt to the customer

- There are 2 options provided:
 - Email option is provided on the form which can be used to email receipt to the customer.
 - A Print option is provided on the form to print.

I can't find Firearm in the search option?

- In the event the firearm cannot be found using the search option in the form, this may mean that the firearm template does not exist in NFID.
- For updates to the information available on NFID, please contact NFID@acic.gov.au If you would like to request the creation of a NFID record please forward reference material: including clear digital images, book title, author's details and page number, and other reputable information to support your request.
- Once a template is created, this will be available in the Dealer portal within days.

How do I submit Gel Blaster using the portal

Select Gel Blaster in the Make/Model list

Select Firearm Category 'A'

Auto populates Calibre 'Gel Ball (7MM)'

Firearm serial number*
Type a value

Search for your firearm:*
F00001661 Gel Blaster Long Arm

There may be multiple values for the selected firearm template, please ensure you select the correct values

NFID
F00001661

Make
Gel Blaster

Manufacturer
Manufacturer Unknown/Various/Importer/Trade Name

Model
Long Arm

Country of Manufacture
Country Unknown

Model Variant
Base Model

Firearm category*
Select an item

Calibre
Gel Ball (7MM)

Magazine
Detachable Box Magazine

Cartridge Type

Capacity Type
(0 round)

Type


Action

Barrel
(0 mm)

Visible Hammer
No

Other markings/Other Information e.g. spare barrels, secondary serial numbers, custom calibre/chambering
Type a value

Firearm Images
Click on an image to view its full size.



NOTE: You must contact SAPOL Firearms Branch for Serial Number allocation before submitting online RIF

How Do I update my Password?

- You can see your details by clicking on your user name (Top right corner).
- This will provide your details along with a link to change your password through MySA Gov.

How Do I make amendment to a submitted return?

- Amendment to a submitted return can be made via providing updated information to the SAPOL Firearms Branch via email at:
- SAPOL.FirearmsBranch@police.sa.gov.au

Contacting the Branch

- You can contact Firearms Branch by phone or email in the event that you require further assistance
- T: 08-7322 3346
- E: SAPOL.FirearmsBranch@police.sa.gov.au

End of Document