

Appendix B

## ANNUAL FIREARMS STOCK TAKE PROFORMA

Please check off each item to verify you have completed each task.

FIREARMS								
	Attach the SAPOL Firearms Register to this Pro-forma List any additional firearms owned by the School/Branch							
Serial Number		Туре	Calibre					
	All firearms are accounted for.							
	All firearms usage logs are accurate and complete.							
	The quantity of ammunition held is limited to meeting the reasonable needs of the School/Branch.							
AMMUNITION								
☐ List of Ammunition accounted for (or attach/email a list)								
Lot/Batch		Calibre	Quantity					
	All ammunition is accounted for.							
I verify that all firearms and ammunition is accounted for and that all usage logs are accurate and complete.								
	Firearms Officer							
Signature of Firearms Officer			Date	1	1			
	I have reviewed the annual firearms stock stake pro-forma.							
Name of Head of School/Branch								
Signature of Head of School/Branch			Date	1	1			
Name of Associate Director HSW								
Signature of Associate Director HSW			Date	1	1			

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