

Pursuant to Article 39, paragraph 3 of the Law on Weapons ("Official Gazette of the Republic of Macedonia" No. 7/2005, 47/2006 and 42/2007), the Minister of Internal Affairs adopted

**RULES OF PROCEDURE ON HANDOVER, RECEIPT AND STORAGE OF WEAPONS
AND AMMUNITION IN CASE OF THE WEAPON OWNER'S DEATH, AS WELL AS
FORMS AND CONTENTS OF THE RECEIPTS FOR THE WEAPON AND AMMUNITION
HANDED OVER TO THE COMPETENT AUTHORITY**

Article 1

These Rules of Procedure shall regulate the handover, receipt and storage of weapons and ammunition in case of the weapon owner's death, as well as the form and contents of receipts for the weapon and ammunition handed over to the competent authority.

Article 2

Weapons falling under B, C and D category owned by a natural person that passed away shall be taken to the nearest police station (hereinafter: the police station) by adult family members of the deceased weapon owner or by other adult persons who lived with the weapon owner in the same household.

Article 3

When the weapon referred to in Article 2 of these Rules of Procedure is handed over, the police officer shall verify the identity of the person that brought the weapon in order to establish his/her relationship with the deceased weapon owner and shall check whether the weapon is owned by another natural person.

After completing the activities referred to in paragraph 1 of this Article, the police officer shall inspect the handed over weapon and original copies of documents pertaining to the weapon. Upon the inspection referred to in paragraph 2 of this Article, the police officer shall fill in a receipt by entering the data about:

- the adult family member of the deceased weapon owner or of another adult person who lived with the weapon owner in the same household and who brought the weapon to the police station;
- the weapon (type, make, category, factory number, quantity, calibre and other features of the weapon);
- the weapon owner;
- documents accompanying the weapon; and
- the police officer who received the weapon.

After filling in the receipt under paragraph 2 of this Article, the police officer shall issue the said receipt to the adult family member of the deceased weapon owner or to another adult person who lived with the weapon owner in the same household.

The receipt referred to in paragraph 2 of this Article shall be issued on a 21 cm x 30 cm sheet of white paper and it shall constitute an integral part of these Rules of Procedure.

Article 4

After receiving the weapon, the police officer shall enter in the Register of confiscated, found and handed over weapons and ammunition the following information: name, surname, place of residence and Citizen's Unique Registration Number of the natural person who handed over the weapon i.e. who found the weapon; category, type, make, calibre and factory number of the weapon; date and place of the handover i.e. when the weapon was found; current condition of the weapon and other data that are relevant for amending previously recorded data in the register.

Article 5

The provisions under Articles 2, 3 and 4 of these Rules of Procedure shall accordingly apply to the found weapon of B, C and D category.

An A-category weapon that is found shall be immediately reported to a police station by the natural person that found the weapon.

The provisions under Articles 3 and 4 of these Rules of Procedure shall also accordingly apply when receiving and dealing with the weapons referred to in paragraph 2 of this Article.

Article 6

Following the receipt of the weapon, the police officer shall immediately send the weapon to the warehouse of the Sectors of Internal Affairs of the Ministry of Internal Affairs.

After sending the weapon to the warehouse referred to in paragraph 1 of this Article, the weapon shall be kept in an adequately secured room (hereinafter: the room).

The weapon shall be stored in the room referred to in paragraph 2 of this Article on the shelves or in metal containers in a manner that ensures easy access to the weapon.

The weapon shall be stored separately from the ammunition with the exception of weapons and ammunition that are placed in separate metal or wooden containers.

Article 7

The door of the room should be made of reinforced metal or hard wood, with a metal plate on the outside with reinforced locks and additionally secured by means of a safety lock and a latch.

The door referred to in paragraph 1 of this Article should open outwards.

Article 8

The windows in the room should be made of reinforced metal or hard wood, with a metal plate on the outside with reinforced locks.

The number of windows referred to in paragraph 1 of this Article should be kept at minimum.

On the outside, the windows referred in paragraph 1 of this Article should be protected with a wire mesh, the openings of which shall not exceed two centimetres.

Article 9

The temperature in the room should range from - 10°C up to 25°C.

The relative humidity in the room should not be more than 75 percent.

Article 10

The police officer in charge of the key to the room shall check the weapon received for storing at least once every day while the weapon is stored in the room.

If during the checks referred to in paragraph 1 of this Article it is established that the weapon received for storage is missing, the police officer shall immediately make a report that incorporates the following information:

- the name of the Sector of Internal Affairs where the weapon is stored;
- the missing weapon (type, factory number, calibre and other features of the weapon);
- date, time and circumstance under which the weapon disappeared;
- measures undertaken for establishing the responsibility for the weapon's disappearance;
- and
- other facts relevant for the incident.

The Report referred to in paragraph 2 of this Article shall be forwarded to the Head of the Sector for Internal Affairs where the weapon is kept.

Article 11

These Rules of Procedure shall enter into force on the eighth day following the date of publication in the "Official Gazette of the Republic of Macedonia".

Republic of Macedonia
Ministry of Internal Affairs
Sector for Internal Affairs _____

No. _____

Pursuant to Article 39 paragraph 1 of the Law on Weapons ("Official Gazette of the Republic of Macedonia" No. 7/2005, 47/2006 and 42/2007) and Article 3 paragraph 3 under the Rules of Procedure on hand over, receipt and storage of weapons and ammunition in case of the weapon owner's death, as well as form and the contents of the receipt for weapon and ammunition handed over to the competent authority ("Official Gazette of the Republic of Macedonia" No. _/2007) we hereby issue

RECEIPT

On (date) _____ on the premises of _____
the person _____ born on
_____ in _____, with place of residence i.e.
stay at _____ whose identity is established based
on the ID/Passport No. _____ issued by
_____, related to the deceased weapon owner
_____ handed over the following weapon and ammunition.

No.	Type	Make	Category	Calibre	Factory No.	Quantity	Remark

The handed over weapon and ammunition are listed under No. _____ and are handed over in _____ condition.

The handed over weapons and ammunition are owned by _____, born on _____ in _____, with place of residence i.e. habitation at _____ who passed away on _____, supported by a death certificate _____. For the handed over weapon the deceased had a document _____ issued by _____.

The handed over weapon was found at _____.

The handed over weapon is received by the police officer _____ assigned to the position of _____ in _____.

The handed over weapon and ammunition shall be kept for three days at the Police Station _____, and after that they shall be kept at the warehouse of the Sector for Internal Affairs until the finalisation of the probate proceedings, i.e. until the end of a three-month period for finding the owner of the weapon and ammunition.

The Receipt is made in six copies, two of which shall be retained by the natural person that handed over the weapon and the ammunition.

_____ stamp _____
SIGNATURE OF THE PERSON THAT HANDED OVER THE WEAPON SIGNATURE OF THE POLICE OFFICER