

NSSF[®]
The Firearm Industry
Trade Association

DIGITAL COMPLIANCE & YOUR FFL BUSINESS

2022 Firearm Industry
Compliance Webinar Series



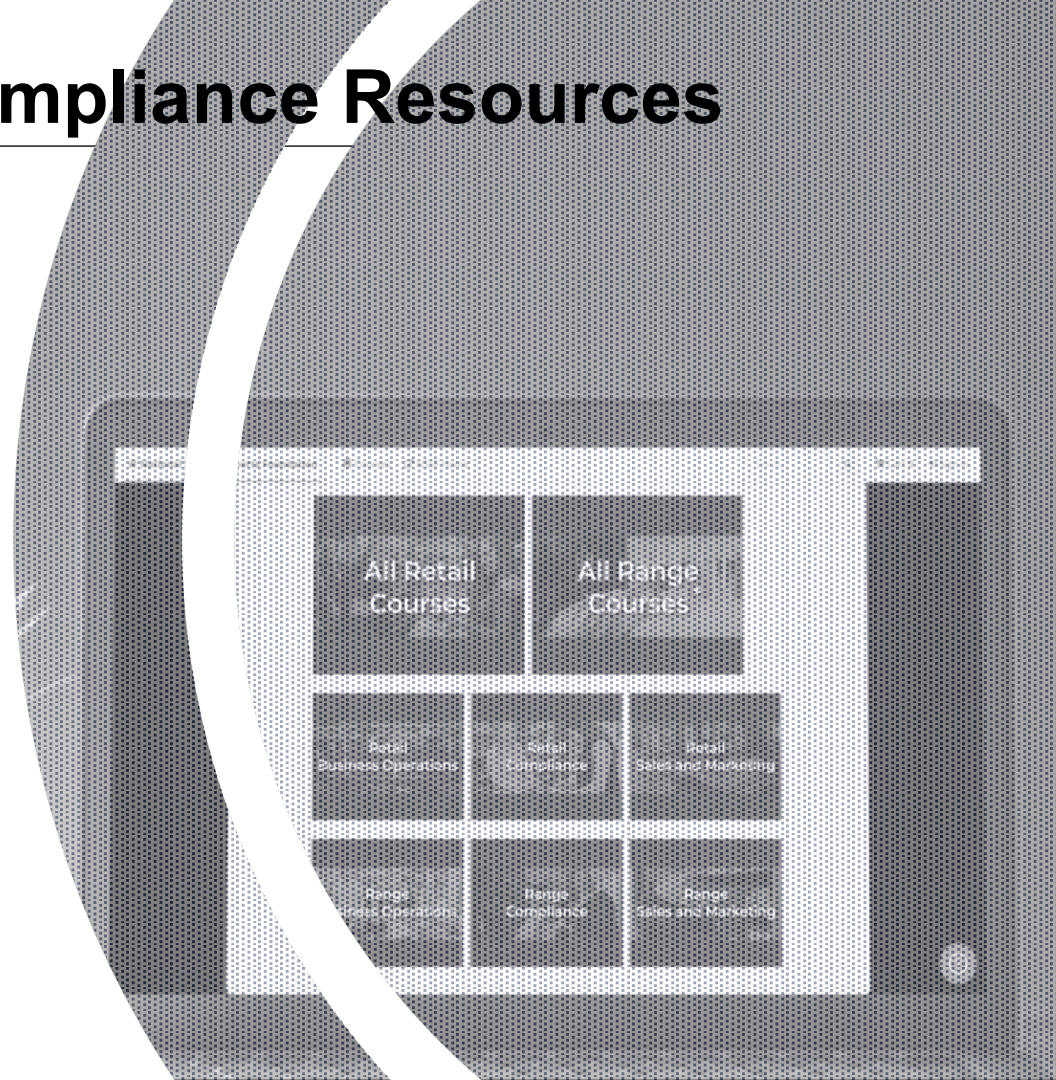
Additional NSSF Compliance Resources



Industry Compliance courses:

- “Zero Tolerance” Policy
- Winning at ATF Inspections
- Completing the Form 4473
- Multiple Sales Report
- and more

[NSSF.org/Education](https://www.nssf.org/education)



NSSF[®]
The Firearm Industry
Trade Association

DIGITAL COMPLIANCE & YOUR FFL BUSINESS

2022 Firearm Industry
Compliance Webinar Series



Going Digital!

The background features a dark blue, futuristic digital interface. At the center is a large circular hub with the word 'AGENDA' in a bold, sans-serif font. Surrounding this hub are several smaller circular nodes, each containing a white icon: a person in a suit, a lightbulb, a group of three people, a padlock, and a brain. These nodes are interconnected by thin white lines, suggesting a network or data flow. The overall aesthetic is high-tech and professional.

What's Available + Variables

What's ATF Approved?

Where Does Responsibility Lie?

ATF Rulings You Need to Know!

Staying in the Know!

Foundation – Information Security Overview

Solution Options

From Simplistic to Complex
Options & Variables

eA&D + e4473 + POS + Cloud + Local
Workflow vs. Flexibility

The Misunderstanding

ATF APPROVED

The Misunderstanding



RESPONSIBILITY



LOADING...

It starts with You!

ATF RULINGS

FAMILIARIZE YOURSELF...

- **ATF Ruling 2016-1 | 2016-2**
 - Requirements to Keep Firearms Records Electronically
 - Electronic ATF Form 4473
- **ATF Ruling 2021r-05f**
 - Record Retention
- **ATF Ruling 2022-01**
 - ATF Ruling Electronic Storage of Forms 4473

ATF Ruling 2016-1

- There are 14 Conditions to be met...
- The highlights...
 - Required Headings
 - Track and retain corrections & changes
 - Search capabilities by each heading
 - Download or Print Locally (Complete A&D history)
 - Storage, Backups & Accessibility Rules
- One for all and all for one...
 - Once you transition, all A&D Records must be maintained electronically

ATF Ruling 2016-2

- There are 22 Requirements to be met...
- The highlights...
 - Must follow & display the Notices, Instructions, and Definitions
 - Must use same wording as current 4473
 - New form for each transaction
 - All pages must be retained (Currently 6 pages)
 - No auto-fill, Transferee must provide actual inputs, dates & checkmarks
 - Pending transaction rules, download or print locally
 - Storage, Backups & Accessibility Rules

ATF Ruling 2021r-05f

- Consolidation Requirements, Manufacture/Importer A&D
- Requires duplicate recordkeeping entries be referenced
- New Heading Requirements
- All records must be maintained until discontinuance of business and A&D records older than 20 years may be maintained electronically
- ATF F 4473s over 20 years may be maintained electronically

ATF Ruling 2022-01

- There are 18 Requirements to be met...
- The highlights...
 - Authorizes electronic retention of ATF F 4473
 - Variance no longer required
 - Provide written notification to local ATF Field Division 60 days prior to implementing an electronic ATF F 4473 retention system
 - **Paper** ATF Form 4473 > 3 years old can be scanned and stored electronically
 - Retention Requirements
 - Allow simultaneous access to A&D Records
 - Storage, Backups & Accessibility Rules

Remain in the Know...

Rules & Regulations change, work with your provider to understand when updates will be deployed.

Stay  up to Date

Information Security

EMPLOYEES

Train Employees on Security Principles

Establish Rules & Internet Use Policies

Require Strong Passwords

Create a Mobile Device Action Plan

Create Individual User Accounts – Every Employee

Require Password Changes – 3 Months

Information Security

BUSINESS

Control Access to Computers

Deploy Protection – Security Software, Malware/Anti-Virus

Secure Wi-Fi Networks and Segregate Guest Access

Install Firewalls for all Internet Connections

Maintain Backups on a Regular Basis

Limit Administrative Rights

Consider Multi-Factor Authentication

Information Security

BUSINESS + SOLUTION PROVIDERS

Ensure Banks or Processors Equipment is Protected

Establish Security Obligations per Agreements

Limit Access to Sensitive Data and Information

THANKS!



NSSF Compliance Consultant Team

ATF Consultants



Judy Bender
dog3mom1@msn.com
630-418-0141



Wally Nelson
nels4947@outlook.com
703-505-2617



John "JC" Clark
jc@fflconsultants.com
720-431-8821

CA DOJ Consultants



John "JB" Bocker
jb@fflconsultants.com
(720) 336-0028



Patricia Smith
spatsy1968@gmail.com
251-401-3878



Renee Lewis
rlewis.consultant@gmail.com
916-717-5304



Harry McCabe
harry@mccabeconsultingllc.com
931-505-3638



Judyth Ledoux
ledoux.judyth@gmail.com
202-528-9465

OSHA Consultant



Bill Napier
lpcbills@gmail.com
308-249-0131



Dale Krupinski
oshacoach@ontargetsafetyacademy.com
303-351-7915

New Infinity Partner for NSSF Members

- Save Time and Money
- Quicken Your Response to Trace Requests
- Remote Access (upon store owners' approval)
- Fully Digital Electronic Storage Solution
- ATF-approved
- Exclusive 5% Monthly Discount



Learn more by logging into your member portal.

Contact the membership team membership@nssf.org if you're unable to login.

New Infinity Partner for NSSF Members

- Complete insurance solution for the firearm industry. Vast experience in our space
- **5% Discount** on General Liability Coverage



10% Discount on General Liability Coverage for ranges and retailer/ranges that achieve and NSSF Five Star Range Rating



Learn more by logging into your member portal.
Contact the membership team membership@nssf.org if you're unable to login.

Additional Questions?

Email NSSF at:
membership@nssf.org

NSSF[®]
*The Firearm Industry
Trade Association*



T: 203.426.1320 | nssf.org