

# Trap Range

## *Standard Operating Procedures*

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# Table of Contents

<b>INTRODUCTION</b>	.....	<b>4</b>
<b>TRAP RANGE CHARTER</b>	.....	<b>4</b>
<b>NRA FIREARM SAFETY RULES</b>	.....	<b>7</b>
<b>PHYSICAL DESCRIPTION</b>	.....	<b>8</b>
<b>RANGE MAINTENANCE</b>	.....	<b>9</b>
<b>EMERGENCY PROCEDURES</b>	.....	<b>9</b>
<b>RANGE INSPECTION REPORT</b>	.....	<b>10</b>
<b>INJURY REPORT FORM</b>	.....	<b>11</b>
<b>CLUB MAP</b>	.....	<b>12</b>

# **INTRODUCTION**

The Tiverton Rod and Gun Club (TRGC) was founded in 1933 as a non-profit club rich in history and tradition. The club offers members access to multiple facilities including three Trap Ranges.

The purpose of this document is to familiarize members with the Trap Ranges. This document covers such topics as physical operations and various safety rules.

## **TRAP RANGE CHARTER**

### **INTRODUCTION**

The Tiverton Rod and Gun Club (TRGC) Trap Ranges are designed in accordance with the stipulations, distances, and safety zones prescribed by the Amateur Trap Shooting Association (ATA) and National Rifle Association (NRA). A primary goal of the TRGC is to provide a safe and comfortable setting for the members, guests, and observers of the TRGC. The General Rules / Safety Procedures provided in this document are established to ensure we meet this goal. These rules have been adopted from the safety section of the official rules of the ATA, and the general safety range rules of the National Shooting Sports Foundation (NSSF) and the NRA. The intent of these rules is to provide operational guidance, for both formal trapshooting events and all other informal use of the Trap Ranges. Additionally, the designated safety zones, fields of fire limits, and ammunition restrictions provide a safety buffer for our neighbors and the properties adjacent to the club.

### **ADMINISTRATION**

The Chairman of the Trap Committee manages the general operation of the range. The Trap Committee shall maintain all equipment and assets necessary to operate the range. Non-scheduled or informal use of the range is restricted to the discretion of the Trap Committee Chairman and the TRGC Board of Trustees (BOT). The TRGC BOT

approves the fees and scheduling associated with the use of the range. The Chairman is responsible for using a TRGC committee accounting form to report the monthly financial status of the committee and a TRGC budget request form for requesting monthly committee expenses. The Chairman is responsible for requesting budget approved funds from the BOT the month prior to any event or expense. The Chairman must turn in the monthly gross income, monthly expense receipts, and the balance of the monthly budget requests to the club Treasurer at each regular club meeting. NOTE: Chairmen are not authorized to spend the committee's budget without prior authorization from the TRGC BOT.

**SHOOTER'S RESPONSIBILITY**

It is each shooter's responsibility to know the range rules, handle his/her firearm appropriately, and shoot in a safe manner. Any unsafe situations should be corrected immediately and be brought to the attention of the Trap Committee. Failure to follow the range rules may result in suspension of shooting privileges.

**GENERAL RULES / SAFETY PROCEDURES**

Safety is of paramount importance to everyone using the range and it is the top priority of the TRGC. Any person utilizing the range must adhere to the safe storage, handling, and use of firearms and ammunition. The following rules and safety procedures will be followed by all recreational shooters and enforced by all members.

- Members are allowed to bring one guest to the Trap Range per visit. Please see the TRGC Guest Policy for more details.
- Members are fully responsible for the conduct and actions of their guests. Members will ensure that their guests comply with these and all other rules while on club property. Please review the TRGC Guest Policy.
- All non-members must sign a TRGC liability release form before using the Trap Ranges.
- The range operating hours are 5:00pm to 8:00pm on Tuesdays/Thursdays and 10am to 2:00pm on Sundays. Shooting outside posted hours is strictly prohibited and will be reported to

the TRGC Executive Committee for investigation. Such activity may result in suspension of shooting privileges.

- All assets of the TRGC trap ranges (including machinery, clay targets, safety/educational equipment, etc) are considered property of the TRGC and may not be altered or removed from the TRGC property without permission from the TRGC BOT.
- All shooters under eighteen must be accompanied by an adult.
- Alcohol is prohibited from use at the TRGC Trap Range including the parking lot.
- Smoking is prohibited in the Trap House.
- Shooters wishing to pattern their shotguns with shot must use the TRGC patterning board located at the Trap Range.
- When not in use, all firearms shall be unloaded, actions open, and the firearm shall be pointed in a safe direction.
- All firearms must have the action open and contain no live shell or empty shell at any time, except while the shooter is on the firing line. **NO EXCEPTIONS!**
- Handling of firearms and ammunition is not permitted while someone is down range.
- Safety glasses and hearing protection shall be worn at all times when the range is active.
- Only shooters or members of the Trap Committee are permitted to be on the range while the firing line is active.
- The TRGC trap ranges are restricted to the following firearm and ammunition specifications. (These restrictions minimize the possibility of the shot fall pattern exceeding the trap field design safety zones.)
  - Maximum gauge: 12
  - Maximum shot size: 7 ½, lead
  - Maximum velocity of load not to exceed:
    1. 1290 fps for 1 1/8 oz.
    2. 1325 fps for 1 oz.
    3. 1350 fps for 7/8 oz.
  - Maximum shot weight not to exceed 1 1/8 oz.
  - No slugs, flares or any other rounds not considered trap target rounds.
- You may put a live shell in your firearm when you are on the firing line and facing the trap. Limit of one shell for singles or handicap, and two shells for doubles.

- Snap caps must be colored orange if you are going to have them in the gun on the firing line.
- Test firing or practice firing of a gun at any place on the trap fields other than on the firing line or at the pattern board is not permitted. Exceptions to this rule are on a case-by-case basis approved by the Trap Committee.
- Tracking of targets behind a shooter is not permitted.
- Shooters must pick up all empty shells, trash, etc.
- Any person that is a convicted felon or who is guilty of domestic violence or any other crime or misdemeanor, which prohibits the possession or use of a firearm, may NOT use the firing range until adjudication of the matter(s) is complete and the prohibition is lawfully lifted.
- Any person not complying with these general rules and safety procedures or who becomes disruptive will be removed from the range and shooting privileges will be suspended until the matter is brought before the TRGC Executive Committee for adjudication.
- The Trap Committee shall be responsible for maintaining the range and filing a monthly Range Inspection Report.
- Any injury shall be documented using an Injury Report Form.
- All shooters must follow the safe gun handling practices prescribed by the NRA.

## **NRA FIREARM SAFETY RULES**

- Keep the gun pointed in a safe direction. This is the primary rule of gun safety. A safe direction means that the gun is pointed so that even if it were to go off it would not cause injury or damage. The key to this rule is to control where the muzzle or front end of the barrel is pointed at all times. Common sense dictates the safest direction, depending on different circumstances.
- Keep your finger off the trigger until ready to shoot. When holding a gun, rest your finger on the trigger guard or along the side the gun. Until you are actually ready to fire, do not touch the trigger.
- Keep the gun unloaded until ready to use. Whenever you pick up a gun, immediately engage the safety device if possible, and, if the gun has a magazine, remove it before

opening the action and looking into the chamber(s) which should be clear of ammunition. If you do not know how to open the action or inspect the chamber(s), leave the gun alone and get help from someone who does.

- Know your target and what is beyond.
- Know how to use the gun safely.
- Be sure the gun is safe to operate.
- Use only the correct ammunition for your gun.
- Wear eye and ear protection as appropriate.
- Never use alcohol or over-the-counter, prescription or other drugs before or while shooting.
- Store guns so they are not accessible to unauthorized persons.
- Be aware that certain types of guns and many shooting activities require additional safety precautions.

## **PHYSICAL DESCRIPTION**

### **TRAP HOUSE**

The TRGC Trap program includes a Trap House for general oversight of ticket, ammunition, and concession sales. The Trap House shall be properly cleaned and maintained for general usage.

### **RANGE LAYOUT**

The TRGC Trap program includes three distinct ranges. Each range is configured per ATA specifications. All shooting must occur from the firing line unless previously authorized by the TRGC Board of Trustees. **NO EXCEPTIONS!**

### **WIRELESS VOICE RELEASE SYSTEMS**

The TRGC Trap machines are configured with wireless voice release systems. The systems include microphones, transmitters, and receivers. The wireless voice release systems shall be maintained with periodic battery replacement.

### **RANGE EQUIPMENT**

The TRGC Trap Ranges contains several pieces of equipment including trap machines, a patterning board, a Guest Log Book, and

other miscellaneous items. All range equipment is property of TRGC and may not be altered or removed from the range without prior permission of the TRGC BOT.

### **FIRING LINE / READY AREA**

The Trap Range firing lines are clearly defined by the concrete walkways. No shooting may occur beyond the firing lines without prior permission of the TRGC BOT. The ready area and the firing line are one in the same. Firearms must be stored in the TRGC gun racks with their actions open while not in use. Handling of firearms behind the firing line is strictly prohibited while the Trap Ranges are active.

## **RANGE MAINTENANCE**

### **GENERAL**

Each Trap bunker should be inspected prior to use to make sure they are fully operational including an adequate inventory of clay targets. The Trap bunkers and machines shall be periodically cleaned and serviced in order to maintain proper operation.

### **EMPTY HULLS/WADS**

All empty hulls shall be collected and properly disposed of after shooting. A period cleaning of the Trap ranges shall included removal of the expended wads. All actions shall be tracked in the TRGC Environmental Stewardship Plan.

## **EMERGENCY PROCEDURES**

In the event of an emergency the following guidelines should be followed:

- Call 911 for physical emergencies. Members shall guide the proper authorities in order to assist the situation.
- TRGC Officials shall be contacted regarding the situation.
- The situation shall be properly documented using a TRGC Injury Report Form.

# RANGE INSPECTION REPORT

Inspected by \_\_\_\_\_ Date \_\_\_\_\_

	<b>Yes</b>	<b>No</b>
Trap Bunkers Inspected	_____	_____
Trap Machines in Working Order	_____	_____
Trap Storage Trailer Locked	_____	_____
First Aid Kit Filled/Accessible	_____	_____
Trash Receptacles Emptied	_____	_____
Empty Hull Receptacles Emptied	_____	_____
Wireless Voice Release Systems Inspected	_____	_____
Range Maintenance Tools Stored/Accessible	_____	_____
Range Guest Book Stored/Accessible	_____	_____
Range Supplies Stored/Accessible	_____	_____

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# INJURY REPORT FORM

Name: \_\_\_\_\_ Date of Injury: \_\_\_\_\_

Address: \_\_\_\_\_ Time of Injury: \_\_\_\_\_

\_\_\_\_\_ Phone #: \_\_\_\_\_

1. Describe nature and extent of injury: \_\_\_\_\_

\_\_\_\_\_

2. Describe how the injury occurred: \_\_\_\_\_

\_\_\_\_\_

3. Describe first aid given: \_\_\_\_\_

4. First aid was provided by (include names and phone numbers): \_\_\_\_\_

\_\_\_\_\_

5. Disposition (specify name of hospital and time of transport): \_\_\_\_\_

\_\_\_\_\_

6. Notification of next of kin (specify time, person contacted and method): \_\_\_\_\_

\_\_\_\_\_

7. Location of incident and conditions of area: \_\_\_\_\_

\_\_\_\_\_

8. Was protective equipment worn (if applicable): \_\_\_\_\_

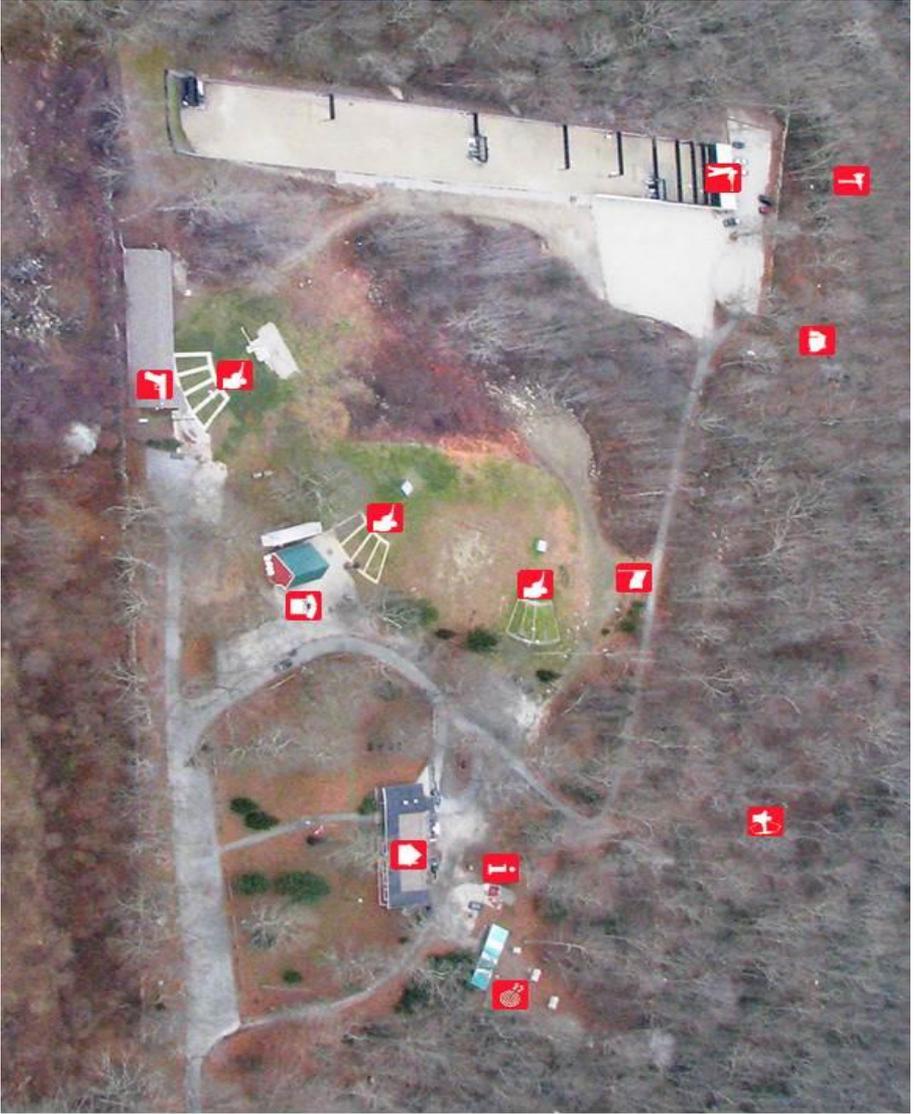
9. Describe steps taken to preserve the scene (equipment, photographs, etc.): \_\_\_\_\_

\_\_\_\_\_

10. Witness (Name): \_\_\_\_\_ Phone #: \_\_\_\_\_

Statement: \_\_\_\_\_

\_\_\_\_\_



-  Archery Practice Bulls
-  Archery Ranges
-  Black Powder  
Camping Area
-  Black Powder Range
-  Club House
-  Indoor Range
-  Office
-  Outdoor Range
-  Outdoor Range  
Safety Flag
-  Trap Fields
-  Trap House