

Outdoor Range

Standard Operating Procedures

April 25, 2014

Table of Contents

INTRODUCTION	3
OUTDOOR RANGE CHARTER	3
NRA FIREARM SAFETY RULES	6
PHYSICAL DESCRIPTION	7
RANGE MAINTENANCE	9
EMERGENCY PROCEDURES	9
RANGE INSPECTION REPORT	10
INJURY REPORT FORM	11
CLUB MAP	12

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 a 200yd Outdoor Range.

The purpose of this document is to familiarize members with the Outdoor Range. This document covers such topics as physical operations and various safety rules. Members wishing to utilize the TRGC Outdoor Range must complete a range orientation before using the facility.

OUTDOOR RANGE CHARTER

INTRODUCTION

The TRGC Outdoor Range is designed in accordance with the general stipulations prescribed by the National Rifle Association (NRA). A primary goal of TRGC is to provide a safe and comfortable setting for the members, guests, and observers of TRGC. The general rules and safety procedures provided in this document are established to ensure we meet this goal. Additionally, they shall provide a safety zone for our neighbors and the properties adjacent to the club such that our concern for safety is extended beyond the boundary of our property lines.

ADMINISTRATION

The chairman of the Outdoor Range Committee manages the general operation of the range. The Outdoor Range 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 Outdoor Range 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 Outdoor Range 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.

- Shooters must "swipe in" at the Outdoor Range before using the range. Guests are required to sign in and complete a liability release form before shooting at the range.
- Members are allowed to bring one guest to the Outdoor Range per visit. Please see the TRGC Guest Policy for more details.
- Shooters must raise the Outdoor Range flag before shooting if another member has not already done so.
- 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.
- The range operating hours are from 10am until sunset, 7 days a week except when the Trap Ranges are operational. The outdoor range closes at 4:30pm on Tuesday/Thursday and opens at 2:30pm on Sundays to accommodate the trap ranges. 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 Outdoor Range (including target stands, 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 Outdoor Range including the parking lot.
- Shooters must utilize TRGC target stands provided at the range.
- Fully automatic weapons are strictly prohibited.
- No rapid fire will be permitted on the range, unless part of an organized shoot. “Sustained fire” (1 round every second for a period not exceeding 10 seconds) is allowed.
- Shooters wishing to pattern their shotguns with shot must use the TRGC patterning board located at the Trap Range.
- Metallic targets or any other non-standard targets shall not be used for any recreational firing unless they are part of an organized TRGC shooting event. All non-standard targets are subject to the approval of the TRGC Safety Committee and TRGC BOT.
- When not in use, all firearms shall be unloaded, actions open, and the firearm shall be pointed in a safe direction. Use of an empty chamber indicator is mandatory. Empty chamber indicators may be borrowed from the range.
- Loaded guns are permitted on an active firing line only. **NO EXCEPTIONS!**
- Shooters may not go down range until a cease fire is called and the range safety lights are ON.
- Handling of firearms and ammunition is not permitted while someone is down range.
- All firearms must be cased upon entering the range. Firearms must be unpacked and packed at the firing line. Handling of uncased firearms behind the firing line is strictly prohibited.
- Safety glasses and hearing protection shall be worn at all times when the range is active.
- Shooters must pick up all brass jackets, shells, 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.
- Eating or drinking is prohibited within the shooting pavilion.
- Smoking is prohibited within the shooting pavilion.
- Tracer and Armor Piercing rounds are strictly prohibited.
- Any person possessing a valid RI Concealed Carry Permit **MUST** keep their firearm concealed until they are on the range, at which time the posted range rules apply.
- All calibers up to and including .50bmg may be used.
- Shooters may not draw from a holster or draw from the hip.
- The Outdoor Range 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

RANGE LAYOUT

The range has three distinct shooting areas that include 25yd, 100yd, and 200yd backstops. The backstops are designed to handle calibers up to and including .50 BMG. All shooting must occur from the firing line unless previously authorized by the TRGC Board of Trustees. **NO EXCEPTIONS!**

SHOOTING BENCHES

The 100yd and 200yd shooting areas are equipped with mobile shooting benches. The benches have an adjustable seat that may be fit to the individual shooter. The benches may also be moved back from the firing line in order to accommodate other shooting positions. The benches can be moved using the dolly that is located at the range. Care should be taken while moving the benches as they are very heavy. Shooters must move the bench back to the firing line after they done using the shooting lane.

TROLLEYS

The 25yd shooting area contains five shooting stalls that utilize manual target trolleys. Each trolley contains a foam backer which shooters can affix their targets to. Care should be taken while

operating the trolleys so they do not become disengaged from their tracks. If a trolley becomes damaged in anyway, the shooting lane shall be temporarily closed until it may be repaired. Please contact the Outdoor Range Chairman should this situation arise.

TARGET STANDS & BACKERS

The 100yd and 200yd shooting areas are equipped with target stands and target backers. The stands may be moved to any distance the shooter desires as long as the firearm being used is capable of reaching the appropriate backstop. Shotgun slugs may be used with the standard target stands and backers. Shot patterning is restricted to the trap ranges. Only paper targets may be used on the Outdoor Range unless previous authorization has been given by the TRGC Board of Trustees. **NO EXCEPTIONS!**

RANGE EQUIPMENT

The Outdoor Range contains several pieces of equipment including target stands/backers, a shooting bench hand truck, hand tools, a gun clearing device, 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. The TRGC staff shall provide training regarding the use of all range equipment during the range orientation sessions.

CARD KEY/SECURITY SYSTEM

The range is equipped with a card key access system and a video camera system. The video surveillance is used for security purposes only.

FIRING LINE / READY AREA

The Outdoor Range firing line is clearly marked by a yellow stripe. No shooting may occur beyond the firing line without prior permission of the TRGC BOT. The ready area and the firing line are one in the same. Firearms must be unpacked and packed at the firing line. Handling of uncased firearms behind the firing line is strictly prohibited.

RANGE MAINTENANCE

GENERAL

Each backstop should be inspected prior to shooting to make sure they are free of debris and that no “troughing” of the rubber has occurred. If “troughing” has occurred, the rubber must be raked flat before using the shooting lane. Baffle plates, columns and the shooting pavilion should be inspected prior to use.

LEAD REMOVAL

The range backstops require periodic lead removal. This process may only be performed by authorized TRGC personnel utilizing proper personal protection equipment. All lead shall be recycled and tracked in the TRGC Environmental Stewardship Plan. All lead contained on the range is property of TRGC and may not be taken or utilized by any member or guest.

EMPTY CARTRIDGE CASINGS

All empty cartridge casings shall be recycled and tracked in the TRGC Environmental Stewardship Plan. All casings contained on the range are property of TRGC and may not be taken or utilized by any member or guest.

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 _____

	Yes	No
Controlled Access/Range Gates Closed	_____	_____
Range Flag Displayed	_____	_____
Backstop Areas Inspected	_____	_____
Baffle Plates Inspected	_____	_____
Target Stands/Backers in Working Order	_____	_____
Target Trolley System in Working Order	_____	_____
Shooting Benches Inspected	_____	_____
First Aid Kit Filled/Accessible	_____	_____
Trash Receptacles Emptied	_____	_____
Brass/Dud Buckets Present	_____	_____
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