

GUN RANGE RULES

Izaak Walton League of America, Frederick Chapter #1

The Board of Directors has approved the following rules in an effort to give members and their guests a set of consistent standards and procedures by which to govern their conduct while utilizing the range. The primary focus of these rules is of course, safety!

The Four Primary Rules of Gun Safety

1. All guns are always loaded! This rule means that you are to consider every gun as loaded until you have personally inspected it and assured yourself that it is unloaded, and then, you will continue to handle it as though it is loaded
2. Never allow the muzzle to cover or sweep anything you are not willing to shoot.

This rule includes sweeping parts of your own body as well as others while handling a firearm.

3. Always keep your finger off the trigger until your sights are on the target! There is absolutely no reason to have your finger on the trigger until your sights are on the target and you are ready to shoot. Keep your finger outside the trigger guard until ready to shoot.
4. Always know your target and what is behind it and around it! If you cannot identify your target, and what is behind or around it, don't shoot until you can.

The majority of all firearm accidents are the result of violating one or more of these rules! Strict adherences to them ARE to be practiced at all times.

GENERAL SAFETY RULES

The following range rules are subject to periodic review and revision as deemed necessary. Any inconsistencies in interpretation of rules and its application should be brought to the attention of the range manager immediate. The courses of fire, range orders and safety regulations shall be in accordance with the rules and regulations established by the Chapter.

1. No drugs or alcohol allowed on the range. We have a zero tolerance rule toward these items. No one who has consumed alcohol prior to arrival at the range is allowed.

2. All firing on the range shall be conducted in a safe and courteous manner under the direction of a Range Officer. Chapter authorized persons to include members, and member supervised guests may use the range. Members are responsible for their guests.
3. All persons firing on the range shall instantly obey the command "CEASE FIRE". Anyone may call a cease-fire at any time should an unsafe situation arise. Cease fire simply means STOP. Wait for instruction by RSO in charge.
4. All shooters and spectators shall wear eye and ear protection in the range area at all times. It is the shooters responsibility to be in possession of these items. It is additionally a member's responsibility to assure that their guests wear eye and ear protection.
5. No one will be allowed inside range premises with loaded firearms except while on the firing line. No exceptions will be allowed.
6. All shooters shall fire from the same firing line. No person shall move forward of the firing line until all firearms on the line have been unloaded and made safe. I.e., cylinders or actions open, magazines out and slides locked back, and in the case of muzzleloaders, guns will either be fired or have the cap removed and hammer lowered. All guns must be racked.
7. Absolutely no handling of firearms is permitted while anyone is forward of the firing line. In the event of persons other than range officers being present on the firing line during a cease-fire, a range officer must remain on the line to maintain safety while others are downrange.
8. All firearms on the range, which are not in use, shall be unloaded and made safe and stored in a case or racked. Handguns must be loaded and holstered with the safety on during firing exercises on the line, but must be unloaded and made safe when leaving the line for any reason (modified "hot" range).
9. Only those persons who are shooting are permitted on the firing line. Observers may watch from rear areas only.
10. Shoot only on the target number, which corresponds, with your shooting station.
11. No more than two persons permitted at each firing position at any time. (Example training).
12. All firearms, unless cased or racked shall be pointed downrange at all times. There should not be any holstered guns on the grounds. Exceptions will be made prior to special matches and events.

13. All shots must be fired directly into the backstop. Dry firing is permitted only in the direction of the backstop. Dropping the hammer on an unloaded and cleared firearm shall be done only in the direction of the backstop.
14. Loaded firearms are not to be pointed above the horizontal at any time! Down range only. (Shotgun shooting with bird shots is allowed)
15. In the event of a misfire, the shooter shall keep their muzzle pointed downrange for at least 20 seconds prior to checking for the cause of the misfire. All misfires ammunition shall be removed from the range and shall not be discarded on the ground or in the trash can.
16. The range shall be kept clean and shooters are responsible for removing all trash, brass or other debris from the range. This includes spent CCI BLAZER ALUMINUM CASES! Take your trash home with you; we do not have a trash service.
17. All shooters and their guests must sign the range log with name, date, time-in and time-out.
18. The following ammunition is prohibited on the range: Armor Piercing, Incendiary, Explosive, or Tracer.
19. All shooting will be done on approved targets in approved target stands. No plinking at objects other than approved targets is permitted. Paper targets only.
20. Anyone caught shooting signs or target frames or baffle systems purposely will be expelled immediately without warning.
21. Unscoped pistols will not be fired at distances in excess of 50 yards.
22. Horseplay on the firing line is not permitted and will not be tolerated.
23. No smoking on the firing line.
24. All persons under the age of eighteen using long guns, and under the age of twenty-one using hand guns, must be under the immediate supervision of an adult.
25. All guests will be under the immediate supervision of their sponsoring chapter member. Members are responsible for their guests.
26. RIFLES 50 caliber center fire or larger are not permitted to shoot on the range. Pistols must be scoped to shoot at 50 and 100 yards targets.
27. Fully automatic or select-fire firearms are strictly prohibited.

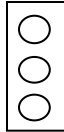
28. Bursts of high-speed rapid fire from semiautomatic firearms are not permitted. Sequence of shots must be 3 seconds or longer. (With the exception of board authorized events)

29. If the range is full by members and guests, rotations of 45 minutes will be conducted.

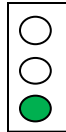
30. Range indicator **TRAFFIC LIGHT** above the roof.

IT IS MANDATORY AND NECESSARY TO PAY CLEAR ATTENTION TO THE LIGHT AND WHAT EACH COLOR OR COLORS MEANS,

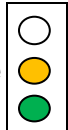
A. No light
Range is not in use



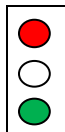
B. Green light
Shooter has just arrived



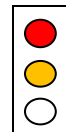
C. Green and Yellow
Shooter is getting ready to shoot. (Unpacking, set up, moving the gun to the Bench etc)



D. Green and Red
Shooting in progress.



E. Yellow and Red
Cease Fire, Shooters Down Range Pasting or Changing Targets.



NO ONE IS ALLOWED TO ENTER TO THE RANGE AREA OR HANDLE ANY GUNS AT THIS TIME. YELLOW AND RED.

Everyone must stay out of pavilions till lights have changed to proper setting for entry. Range officer in charge must make sure of this rule.

31. With the exception of training classes, draw and fire exercises shall not be conducted.

32. Targets must be placed at the shooter's eye level or lower to ensure bullets hit the impact area. (Rifles and Pistols)
33. Leave dropped ammunition on the floor until the stage of fire is completed and firearms are benched or grounded.
34. Notify the RSO (Range Safety Officer) when there is a firearm stoppage malfunction.
35. All firearms must remain unloaded with actions open except when on the firing line and authorized to be loaded.
36. When firearms are benched or grounded, keep the actions open and ejection ports facing upward so chambers are visible.
37. Ammunition is not permitted when cleaning the firearm on the bench.
38. All shooting positions are allowed with the use of proper bench. We have benches for bench rest position; 4 of them. Sitting position at least one bench. Prone position at least one bench.
At no time any of the gun muzzles should be higher or lower than bench rest position.
39. One designated spot for offhand shooting.

MUZZLELOADER SAFETY RULES

1. No smoking.
2. No open powder cans.
3. Eye and ear protection is required at all times.
4. Do not cap the nipple or prime the flint pan until the firearm is on the firing bench and pointed down range.
5. Loading may only be done from a powder measure containing powder for one charge. No loading from a powder can, flask or horn.
6. Hang-Fires are to be left on the firing bench pointed down range for a minimum of 5 minutes. Advise a Range Officer if you are not familiar with the proper clearing procedure.
7. It is your responsibility to have the equipment required to safely fire your muzzleloader. A nipple wrench, flash hole pick and powder measure are

required.

8. Clean up spilled powder and keep the loading bench clean. Remember - you are using a very flammable and potentially explosive material.
9. All other range safety rules apply.

VIOLATION MAY RESULT IN EXPULSION AND REVOCATION OF RANGE PRIVILEGES

RANGE OFFICER RESPONSIBILITIES

The primary responsibility of Range Safety Officers (RSO) shall be the active supervision of the range while live fire is being conducted to assure that all range rules are followed. A RSO must be present at any time the range is in operation.

1. All chapter members desiring to use the range will be trained and certified to act as RSOs.
2. All other chapter members and guests of chapter members may use the range only with a RSO present.
3. The RSO may inspect all firearms at any time while in the range facility.
4. A range log will be maintained and all range users sign in and out.
5. The first RSO present and logged in on the range controls the range.
6. In exchange for the privilege of using the range during the week each range officer will have to perform scheduled range officer duties on weekends. The schedule will be determined by rotations.

RSO duties are as follows:

- Will maintain strict discipline on the range by all shooters.
- Will observe all shooters to assure that they are in compliance with chapter and range requirements.
- Will require all members to display current membership cards. Members not in possession of their cards will be considered as guests.
- Will display their membership card with their range status indicated thereon.
- Will have the authority to request violators of range safety rules to discontinue shooting.

- Will make certain that all shooters, instructors, spectators or guests are wearing eye and ear protection.
- Will make certain that no one goes forward of the firing line until a cease-fire has been called and all firearms have been made safe (unloaded, cylinder or action open, magazines out).
- Will make certain that no firearms are handled while anyone is forward of the firing line.
- Will make certain the range light indicator is on and it is in proper setting.
- Will make sure that only paper targets are used and target stands are not destroyed or used as a target. (With the exception of pre-approved targets)
- Will make certain that all shooters police their respective equipment (targets, target stands, brass, and ECT.). Upon completion of shooting, and remove it from the range.
- Will make certain that a chapter member properly supervises all guests, as members are responsible for their guests.
- Will make certain that any range deficiencies are noted in the log and that serious violation of range safety rules be reported to range manager and the Board of Directors.

RSOs are authorized to:

Close the range during any situation that would endanger the surrounding community of persons on chapter property, inclement weather included. All incidents requiring the range being closed should be reported to range chairman or the Board of Directors immediately.

Be the final authority in any situation that may arise, provided that a Director is not present. If Director is present, then he will be the final authority. (Chairman of range)

IN GENERAL

If you do not understand any of these rules or are having difficulty with the operation or handling of your firearm on the line, ask the RSO for assistance. Members unfamiliar with the safe operation of their firearms are encouraged to read their owner's manual and/or seek additional training prior to attempting to use them on the range. It is no embarrassment to seek knowledge, but an accident born of ignorance is a tragedy.

All range users are advised to transport firearms to and from the range in compliance with all applicable state and local laws.

This is your range. Its continued existence and operation is in your hands. Handle it responsibly.

The security cameras are for recording the proper use of the range and your safety.

Any violation of range rules may result in immediate termination of range privileges with NO WARNING!

Hours of Operation

RSO Members:

Monday - Saturday: 9:00 a.m. to ½ hour before dark.

Sunday: 11:00 am to 5pm

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Non - RSO Members:

One Saturday and Sunday each month

* Unless accompanied by RSO for all other times.

The new 200 yards range and target

All members wishing to use the 200 yards target must qualify to use 200 yards target. The 200 yards target is in one lane shooting route and will require certain skills to be safe at this distance on this range. For target change at 200 yards target use of motorized vehicle is permitted with prior approval and arrangements.

I.W.L.A. Frederick Chapter #1

Emergency Procedures

- Take charge of the situation. (Determine the seriousness of injury and comply with assigned duties).
- Render aid. First aid kit is in the hallway on the wall.
- Call for help via radio or telephone.
 1. Emergency phone numbers and information list
emergency 911
 2. Ben Kelkye 301-401-6262
 3. ben@kelkye.com
 4. Mark Pickens 240-357-7386
 5. Mark-Pickens@comcast.net
- Direct help to location.

Take notes. Emergency report sheets are in first aid cabinet in the hallway.

Emergency Report Sheet

Communications

Fire, Police, EMS: 911

Range Director: Ben Kelkye: (301) 401-6262

ben@kelkye.com

Backup Range Director: Mark Pickens (240) 357-7386

Mark-pickens@comcast.net

Procedure:

First: call 911

Second: call range director or board member

Immediate response for injuries or illness:

- Call a cease fire if the injured is near the firing line or downrange. Ensure that all firearms are unloaded and clear.
- RSO will coordinate edging or pulling of targets if possible, and securing the scene and the injured person's gear.
- RSO will notify EMS from the nearest telephone/radio located in the building and provide the following information:

1. Specific Location or Address of Incident with Directions

Location: **I.W.L.A. Frederick Chapter #1**

Address: **4719 Reels Mill Road**

Frederick, MD 21704-7324

Give Directions

2. Telephone number that you are calling from:

3. Your name:

4. What happened and possible hazards for rescuers:

5. Number of people injured or ill:

6. Condition of injured or ill:

7. First aid provided:

- Wait for EMS to hang up first. Return to the injured and continue care until EMS arrives.
- If RSO is currently certified in American Red Cross (ARC) Standard First Aid and CPR, he/she will evaluate the situation for hazards, protect the injured, and provide first aid until relieved by more qualified personnel, e.g., physician or EMS. Person listed above will:
 1. Identify self to the injured.
 2. Inform injured of training (American Red Cross Standard First Aid & CPR)
 3. Inform injured of aid offered.
 4. Receive verbal permission from injured (if adult), or parent/guardian (if child) prior to giving care.
 5. Refrain from giving care to a conscious injured person whom objects.
 6. Assume implied permission if the injured is unconscious or unable to respond.
 7. Assume implied permission if the injured is a child with a serious injury and a parent or guardian is not present.
 8. Move the injured only if life is endangered.
 9. Check injured for life threatening condition before providing care. Provide care only within level of training.
 10. Never dispense aspirin or medications, administer activated charcoal or syrup of Ipecac (or other treatments) unless directed by EMS or Poison Control Center.
- RSO will retrieve the first aid kit located in the upstairs hallway and assist ARC personnel as needed.
- If the accident involves chemical burns, an eye flush station is located at first aid kit.
- If the accident involves a gun shot injury, RSO will notify police and preserve the scene as it appeared at the time of the incident.
- RSO will go to the range entrance and direct EMS personnel to the injured.

COORDINATION

- RSO will supervise the situation' and ensure fulfillment of emergency procedures by:
 1. Getting names of witnesses and taking statements.
 2. Providing EMS with treatment release forms, medical history information (maintained on employees, staff, and competitive at and next of kin information for the injured.
 3. Notifying next of kin once EMS has examined the injured and prepare for transportation to a medical facility.
 4. Complete injury report forms.
 5. Notifying official of the organization, range, club, etc., concerning activation of the emergency plan.
 6. Notifying insurance company (personnel and! or organization as appropriate).
 7. Evaluating emergency plan for possible revisions.
 8. Filing copies of the injury report form with records as appropriate.
 9. Following up with physician for recommendations and report prior to allowing ill or injured to participate in range activities.

Injury Report Form

Name:

Date of injury:

Address:

Time of injury:

Telephone number (day):

(evening):

1. Describe nature and extent of injury (specify parts of body):

2. Describe how injury occurred:

3. Describe first aid given:

4. First aid was provided by (give names and phone numbers):

5. Disposition (specify name of hospital, telephone numbers, time of transport, etc.):

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 Statements: Interview witnesses separately. Use attachments if needed.

A. Witness (name):

Statement attached? Yes ____ No ____

Address:

Phone number (day):

(evening):

B. Witness (name):

Statement attached?: Yes ____ No ____

Address:

Phone number (day):

(evening):

11. Notes and comments:

12. Injury report completed by:

Name:

Title:

Date:

Signature:

13. Disposition and follow-up:

Name:

Title:

Date:

Signature:

**Izaak Walton League
Frederick Chapter #1
Range Report**

Date ____ / ____ / ____

RSO Officer Name	Starting time	Ending Time
_____	_____ : _____	_____ : _____
_____	_____ : _____	_____ : _____
_____	_____ : _____	_____ : _____

Members and Guests		
_____	_____ : _____	_____ : _____
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RSO Comment: _____

Range Safety Officers checklist

RSOs are authorized to close the range during any situation that would endanger the surrounding community of persons on chapter property, inclement weather included. All incidents requiring the range being closed should be reported to the Board of Directors immediately.

Range Inspection:

1. Know where the first aid kit is at and stock at ready to go.
2. Inspect backstop and target frames for hazard condition
3. Inspect Shooting Bench for safety and insect (BEES)
4. Check Range light.
5. Sand bags are available.
6. Have a copy of the Range rules.
7. Have sign in sheet available.

Emergency Procedures

1. Take charge of the situation
2. Render aid
3. Call for help
4. Direct medial help to location
5. Following Frederick Chapter Emergency Procedures.

Range Safety Briefing

Rules for safe gun handling:

1. **Always** keep the gun pointed in a safe direction.
2. **Always** keep your finger off the trigger until ready to shoot.
3. **Always** keep the gun unloaded until ready to use.

Rules for safe usage

1. Know your target and what is beyond.
2. Be sure the gun is safe to operate.
3. Correct ammunition for your gun.
4. Eyes and ear protection are required.
5. Never use alcohol or drugs before or while shooting.

Firing line commands

- | | |
|-----------------------|--|
| 1. Line is hot. | No one beyond firing line and firearms can be handling. |
| 2. Is the line read? | Shooter wills knowledge verbally or by raise hand. |
| 3. Commence Fire. | Shooter can begin shooting. |
| 4. Cease firing. | Shooter stop firing and don't unloaded, anyone can call this. |
| 5. Unloaded. | Shooter will unload and make firearm safety. |
| 6. Show clear | Shooter will have action open and visibly for inspection. |
| 7. The line is clear. | RSO verify the line is safety |

Range rules highlight

1. No drugs or alcohol allowed on the range. We have a zero tolerance rule toward these items.
2. All persons firing on the range shall instantly obey the command "CEASE FIRE". Anyone may call a cease-fire at any time should an unsafe situation arise.
3. All shooters and spectators shall wear eye and ear protection in the range area at all times. It is the shooters responsibility to be in possession of these items.
4. Absolutely no handling of firearms is permitted while anyone is forward of the firing line.
5. Loaded firearms are not to be pointed above the horizontal at any time! Down range only.
6. Bursts of high-speed rapid fire from semiautomatic firearms are not permitted. Sequence of shots must be 3 seconds or longer.
7. If the range is full by members and guests, rotations of 30 minutes will be conducted.
8. All firearms must remain unloaded with actions open except when on the firing line and authorized to be loaded.
9. No smoking or eating on the firing line.