



Manzano Mountain Gun Club
PO Box 93
Mountainair, New Mexico 87036

Revision 1.0

Signature Approval

President _____

Date _____

Vice President _____

Date _____

Recording Secretary _____

Date _____

Treasurer _____

Date _____

RSO _____

Date _____

Date _____

Revision Status

Revision	Change Notice	Approval Date
1	Initial Release	

Table of Contents

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Terminology

MMGC	Manzano Mountain Gun Club
NRA	National Rifle Association
Range Safety Officer (RSO)	A person, who has been trained, certified and has an active certification as a Range Safety Officer
Visitor	Any person who is NOT a dues paid active member of the MMGC and is NOT a member of an authorized user organization
Backstop, or Berm	An earthen structure intended to stop and retain fired bullets in a safe manner
Rifle	Any center fire, rim fire or black powder rifle up to and including .58 caliber. Larger calibers may be approved on a case by case basis.
Handgun	Any center fire, rim fire or black powder handgun up to and including .54 caliber. Larger calibers may be approved on a case by case basis.
Shotgun	Any shotgun smokeless or black powder up to and including 10 gauge.
Full Automatic Firearm	A full automatic firearm is a firearm that will continue to load and fire rounds of ammunition as long as the trigger (or equivalent) is activated or until it runs out of ammunition
Safe Direction	When approaching or departing the shooting range, the safe direction is to point the firearm muzzle straight down. On the shooting range, the safe direction is in the direction that if an accidental discharge occurs, the event would not cause property or personal damage
E.M.S.	Emergency Medical Service
Firing Point	Any position taken by a shooter on the firing line

1.0 Introduction

1.1 Preamble

This safety plan has been established to ensure the health and safety of the members, organizations and public individuals who use the Bill Pohl Memorial Shooting Range facilities located at Mile 192.118 US Hwy 60, 12 miles west of Mountainair, NM.

This document specifically addresses safety issues, and is required study for all MMGC Gun Club members authorized to use the range. All MMGC members will be required to be familiar with the contents of this document.

This document shall be emailed or printed and distributed to all MMGC members

1.2 Objective

The MMGC is a non-profit organization which manages the Bill Pohl Memorial Shooting Range. The primary objective is to maintain a place to provide persons who are legally allowed to possess a firearm, a place to learn and practice the safe and efficient use of fire arms for home and personal protection, hunting, competitive shooting, and shooting for recreation.

1.3 Assumptions

A properly managed range, operating under strict guidelines and safety rules that are enforced, together, constitute a safe operation.

Under no circumstances shall any MMGC member assume that any new shooter has read, understands, or will comply with the safety rules as posted or published. Safety requires constant vigilance.

1.4 Control

On all shooting days, range users must sign in and complete, or have on file a combination registration and hold harmless agreement. **(See Appendix A)**

Each user will be asked to read the posted range safety rules. **(See Appendix B)**

A copy of this range safety plan shall be available for all range users to review as required and needed.

It is the duty of all MMGC members, user organizations and Range Safety Officers to make each guest shooters visit to the facility as pleasant as possible, but at the same time provide those who are unskilled in the use for firearms and archery equipment with an opportunity to obtain basic instruction without embarrassment. Enforcement of safety is paramount.

Range rules will be prominently posted at strategic points around the facility to inform persons entering and leaving the facility that safety is paramount.

All MMGC members have the authority and responsibility to monitor safety and to enforce established rules and regulations, and the responsibility to report both verbally and in writing any violations to the MMGC Board of Directors for appropriate disciplinary action as warranted. **(See Appendix D)** Range Safety Officers and MMGC Board of Directors have the authority to terminate any MMGC member or visitor's use of the range for cause i.e., disregard of safety, range rules and regulations or behavior.

2.0 Safety Planning

During regularly scheduled Board of Directors meetings, **safety** shall be the first order of business. Written "**Notice of Range Violation (appendix D)**" made during range activities and events shall be discussed, and any suggestions made to correct or improve safety effectiveness will be evaluated. A written record of any suggestions that are adopted will be maintained for inclusion in the next revision of this Safety Plan.

Interim Board of Directors meetings shall be called anytime an issue of safety needs to be addressed.

Another purpose of the plan is to constantly evaluate the needs of MMGC members and users, as it relates to existing and planned use of the Bill Pohl Memorial Shooting Range.

Open Carry, in accordance with the laws of the State of New Mexico, is authorized on the Bill Pohl Memorial Shooting Range.

Concealed Carry, by persons properly licensed to do so, is authorized on the Bill Pohl Memorial Shooting Range.

Loaded firearms brought to the range under either Open Carry or Concealed Carry conditions shall remain holstered until the shooter is at the firing line ready to shoot.

Properly supervised and safe, practice of the skills necessary to maintain effective Concealed Carry is encouraged.

The use of the range facility outside the original approved design violates acceptable practices and breeches the spirit of the safety plan. All MMGC members must be vigilant to ensure that firearms and ammunition calibers used are authorized.

All Range Safety Officers shall be trained in the teaching methods of basic marksmanship in rifle and pistol. Training shall include instructions on range operation, rules and regulation and general first aid.

All range instructors shall be trained and certified in the activity they are instructing.

Safety rules, regulation and emergency procedures shall be written and posted at the facility.

All members shall be responsible for the enforcement of safety, rules and regulation of the MMGC and Bill Pohl Memorial Shooting Range. Enforcement includes two types of control: Passive: this means that one or more individuals are engaged in recreational shooting with no active supervision, or Active: meaning either a range officer is in charge or any number of instructors is on hand to maintain supervision. For all public shooting and basic firearms education, active control shall be required.

2.1 Safety Plan

The facilities provided at the Bill Pohl Memorial Shooting Range are for Active MMGC members. Access onto the range will be through gate access code to members only.

Perimeter Signs

The MMGC Board of Directors will be responsible for scheduling and evaluation of perimeter fence and gates, perimeter signs to ensure they are intact and readable. The evaluation shall be accomplished twice yearly, or as dictated by weather conditions.

A pathway to accomplish this evaluation will be cleared along the boundary.

Reports indicating the loss or destruction of fence, gates and signs will be investigated and damage corrected within two working days. (See Appendix F)

Firearms Check (TBD)

Ammunition Check

NO ARMOR PIERCING, INCENDIARY, OR TRACER ammunition may be fired on any range. (See 8.0 Specific Range Rules)

Hold Harmless Agreement

Hold-harmless agreement shall be signed by each visitor, guest, competitor, or member of the public at large, where the visitor is participating in any firearm shooting activity. (See Appendix A)

Safety Plan Reference

All MMGC Officers and members shall be required to reference this safety plan during the planning phase of any modifications to existing ranges, prior to affecting any new installations or modification of an existing facility.

All revisions to this safety plan shall include a record of when and by whom the revisions were made and accompanied by signature of the active MMGC President.

Any exceptions to the safety rules and regulation of the Bill Pohl Memorial Shooting Range or MMGC defined herein shall be noted and an advisory issued to the membership specify the duration of such exception and implications, if any.

The consequences of any person's failure to comply with the provisions of the safety plan may result in additional instructions, a warning, the suspension of range privileges, permanent suspension, or legal action. Persons involved in inappropriate behavior, or disciplinary action may warrant verbal and/or written warning, or in extreme cases be reported to local law enforcement for action.

3.0 Administrative Rules and Regulations

3.1 Hours of Operation

The Bill Pohl Memorial Shooting Range is open to all active members of the MMGC (Times of operation TO BE DETERMINED).

The Range may be made available to other authorized groups or individuals when properly scheduled and authorized through the MMGC Chief Range Safety Officer.

3.2 Required Training

All MMGC Range Safety Officers will be trained and certified through the NRA training program or other organized association.

3.3 Range Safety Officer Requirements

Range Safety Officers are required during all scheduled range events.

One or more MMGC Range Safety Officers shall be scheduled for all Public user days.

All authorized and organized shooting disciplines or organizations must supply their own Range Safety Officers or Monitors. If they do not have a qualified or certified safety officer they will need to contact the MMGC Chief Range Safety Officer to schedule one for duty prior to the scheduled event.

All Members with visitors will have the sole responsibility as safety officer during their time at the range. All juniors accompanying adult members will be the sole responsibility of the adults.

In all cases where the number of range officers per firing points used is indicated, it shall not be construed to mean that for special events additional range officers and other personnel are not required.

For activities where only juniors of a particular age group will be participating in a training activities, and sponsored by organizations such as the Boy Scouts, Cub Scouts, or others, range officer to student ratios may be more stringent with the sponsoring organization required to supply the supervisory personnel; i.e. instructors, coaches, safety officer, etc.

In all cases where juniors are accompanied by an adult for open membership and public days, no additional range officers will be needed. The accompanying adult shall have immediate supervisory responsibility over said junior or youth shooter with general range supervision provided by the range officer.

3.3.1 Law Enforcement Organizations

Self Supervised

3.3.2 Club Disciplines

Minimum of one (1) range officer.

3.3.3 Public Shooting

Minimum of one (1) range officer.

3.3.4 Special Events

Minimum of one (1) range officer present.

3.3.5 Training Classes

Minimum of one (1) range officer present, with one (1) certified instructor supervising 3-5 firing points used.

3.3.6 Contests

Minimum of one (1) range officer present.

3.3.7 Junior, Public and Training

Juniors fifteen years old but less than 18 years ---- Minimum of one (1) range officer per 5 firing points used.

Juniors Eight years old but less then Fifteen years --- Minimum of one (1) range officer per 2 firing points used.

3.4 Procedures Involving an Accident

The RSO or responsible person present at the time of the accident or medical emergency shall take charge of the situation and follow the Emergency Medical Procedure in **(Appendix E.)**

For any medical problem it is important to follow these guidelines:

- Take charge of the situation – designate helpers if necessary.
- Call for Help --- 911
- Render Aid
- Direct medical help to location
- Take notes (date, time, incident summary, witness"s names etc.)

If the medical emergency is a shooting incident then as soon as possible:

- Secure the area – remove all unnecessary persons.
- Secure the firearm, archery or other items related to the incident.

4.0 General Rules and Regulations

Range Safety Officers and all members are reminded to direct any visitors to register and sign Hold-harmless agreement prior to any firing on the range.

- BE SAFE AND HAVE FUN.
- ALCOHOL AND DRUGS ON THE SHOOTING RANGE ARE PROHIBITED.
- Know, understand and use designated range firing commands.
- As a member of the Manzano Mountain Gun Club, you must have your membership card on your person during your visits to the range.
- A valid Member must be present with all guests.
- All pets must be kept on a leash while on the shooting range.
- Parking of all vehicles must be in approved parking areas only.
- All member or users of the shooting range must obey posted rules and regulations and conduct themselves in a responsible manner.
- Anytime a member, group or event of any kind is using the shooting range, the Range Flag must be raised to indicate that firearms are being discharged on the firing range. The Range Flag is located at all ranges.
- When members are using the range as a single person or member group, one **person in the group must be assigned as the safety monitor**.
- The assigned Range Safety Officer has absolute authority during any shooting activity. Follow the RSO's instructions and range commands **at all times**.
- Anyone consistently violating safety rules will be asked to remove themselves from the range.
- When family groups are in attendance, parents and other responsible persons shall be alert to children's location and safety **at all times**.
- No minor, under the age of 18, will be allowed on the range without parents or assigned guardian.

- Gate code access is for active members only and can only be provided by the Membership Secretary. **DO NOT share the gate code with any other person.**
- The First Aid box is located in the Covered Range area and is available to all active members. The code to the box is the same as the RSO Access Code.
- Anyone witnessing safety violations, either by the public or a club member, that are not being corrected, shall report the incident (See Appendix D), including times, date and nature of the violation, to one of the club officers as soon as possible, That club officer will make this information available to the Board of Directors at the next regular board meeting, **or earlier if required by the severity of the violation.**
- Shooting at any wildlife on the Bill Pohl Memorial Shooting Range is forbidden.
- Do not leave trash or used targets on the range. Use the range trash containers or pack it out.
- Only approved ground targets are allowed on any field range. AIRBORNE CLAY TARGETS ARE ALLOWED WITH SHOTGUNS ONLY.
- Ground targets will be placed in front of backstops, and no target may be placed on top of the berm.
- NO SHOOTING AT ANY OBJECT that is not an approved target is allowed. See Appendix G – Authorized Targets
- Concealed Carry, and other types of firearms instruction classes for a fee, may be held at the Bill Pohl Memorial Shooting Range, but only as specifically authorized by the MMGC Board of Directors. This privilege is extremely limited and restricted only to those most experienced MMGC members holding the proper qualifications.
- There is no overnight camping allowed on any area of the Bill Pohl Memorial Shooting range unless specifically authorized by the Board of Directors.
- No vehicle of any type is allowed down range at any time during any shooting activities, except as needed to expedite target setup or reset **DURING CEASE FIRE ONLY.**
- NO open fires are allowed on the Bill Pohl Memorial Shooting Range.
- NO glass targets (i.e. bottles), fixed or thrown, are allowed on any shooting range.
- Any person or group that violates the rules and regulations of the Manzano Mountain Gun Club or Bill Pohl Memorial Shooting Range, or exhibits continued disregard for safety, will be reprimanded, suspended, or lose their range privileges and/or membership status.

5.0 Gun Handling Rules

- ALWAYS KEEP THE GUN POINTED IN A SAFE DIRECTION
- Always arrive and leave the range firing facility with open actions.
- ALWAYS KEEP YOUR FINGER OFF THE TRIGGER UNTIL READY TO FIRE, and outside the trigger guard, until ready to fire or until the command “Commence Firing” has been given.
- ALWAYS KEEP THE ACTION OPEN AND FIREARM UNLOADED UNTIL READY TO USE. On a firing range this means the shooters are in position on the firing line and the range has been cleared for live firing. (Board discussion?)
- KNOW YOUR TARGET AND WHAT IS BEYOND. When on the shooting ranges, be mindful also of adjacent areas and act accordingly.
- BE SURE THE GUN IS SAFE TO OPERATE.
- KNOW HOW TO USE THE GUN SAFETY
- USE ONLY THE CORRECT AMMUNITION FOR YOUR GUN. When at a shooting range with more than one firearm, use one at a time and when finished, store that firearm and its ammunition before using the next one.
- STORE GUNS SO THEY ARE NOT ACCESSIBLE TO UNAUTHORIZED PERSONS.
- NO CLEANING OR REPAIRING OF ANY FIREARMS AT THE FIRING LINE. The assigned range officer may assist in the clearing of a misfire once a “Cease Fire” has been called.

6.0 General Firearm Range Rules

- Know and obey all range commands (see range command section)
- Know where others are at all times.
- Shoot only at authorized targets.
- Anyone can call for a “Cease Fire” as required for any safety reason.
- Unload, open the action, remove the magazine and ground and/or bench all firearms during a cease-fire.
- EAR AND EYE PROTECTION ARE REQUIRED during any firing period or while on the firing line.

- Do NOT handle any firearm or stand at the firing line where firearms are present while others are down range.
- Always keep the muzzle pointed down range at the backstop. Never allow the muzzle to point in any direction whereby an inadvertent discharge would allow the escape of a projectile into another area.
- No person will shoot any firearm in such a manner that the bullet goes any direction other than the participator target and range in use by that person.
- No firing any projectile or arrows from, into or across parking lots or spectator areas.
- Remove your targets and pick up your brass when you have completed your shooting activity.

7.0 Specific Range Rules (To Be Determined)

This section will be addressed when the range is close to completion, and we can see any further requirements.

8.0 General Firearm Range Commands

8.1 Purpose

The following information is provided for all members as a guide to the Range firing commands that will be used at the Bill Pohl Memorial Shooting Range.

Please make sure you are have read and retain this information and use this information to ensure the safety of all persons participating in range shooting activities.

In general shooting activities have three stages;

- 1) Prepare the range for live fire
- 2) The firing period
- 3) Stop firing and declare range safe.

A Cease fire can be called at any time during any stage.

The following commands will be used during all shooting activities unless the specific shooting activity requires unique commands for the activity in process.

8.2 Commands and Sequence

To indicate **EMERGENCY OR HAZARDOUS CONDITIONS**

Command: **CEASE FIRE**

Purpose: To stop all shooting routinely or, in case of emergency, immediately

Action: Participants immediately stop shooting, continue to keep the muzzle pointed down range, remove finger from within the trigger guard, unload and clear the firearm and await further instructions from the range officer.

Command: **MISFIRE**

Purpose: To notify the range officer and other participants that a round did not fire when the trigger was pulled and to alert other shooters along the line that a hazardous condition may exist.

Action: (1) The shooter experiencing the misfire continues to keep the firearm pointed down range, removes finger from within the trigger guard, and awaits further instructions.

(2) The range officer may or may not call a general cease-fire depending upon the situation.

(3) Shooters immediately adjacent to the misfire should cease fire, unload, open and either ground or bench their firearms and step back from the line.

(4) The remaining shooters may continue to fire as directed by a range officer or may cease fire at their option and await further instructions.

The following commands are listed in the general order they will be used during any shooting event.

Preparing the range for live firing

Command: **LOAD** (optional for training)

Purpose: To notify participants that they can load the prescribed number of rounds. For muzzleloaders, the commands are somewhat different. The command to "commence Firing" is given after which the participants will snap a minimum of three caps prior to loading the firearm. The command „load" is not for muzzle loading shooters.

Action: Participants will load the prescribed number of rounds and stand ready for the next command.

Command: **IS THE LINE READY**

Purpose: To determine if all shooters along the line are ready.

Action: All shooters not ready should indicate their status to the range officer.

Sufficient time will be allowed for the shooter to complete his preparation.

Command: **READY ON THE RIGHT**

Purpose: To declare that the shooters to the right of the acting Range Safety Officer have indicated they are ready.

Action: Any shooter not ready at the command may choose to either alert the line officer that he is not ready or to complete the process of getting ready before the final command has been given.

Command: **READY ON THE LEFT**

Purpose: To declare that the shooters to the left of the acting Range Safety Officer have indicated they are ready.

Action: Any shooter not ready at the command may choose to either alert the line officer that he is not ready or to complete the process of getting ready before the final command has been given.

Command: **READY ON THE FIRING LINE**

Purpose: To notify all participant that the range is about to be under live fire and that if anyone is not ready at this point, he/she should call a range officer; otherwise, await the next command.

Action: Participants simply await the next command.

Command: **COMMENCE FIRING**

Purpose: To declare the ranges formally open for live fire.

Action: The participants may commence the prescribed course of fire. Muzzleloaders may snap caps prior to loading. No muzzleloader may be loaded before the command to fire has been given.

Firing Period

Firing shall continue until a predetermined time period has lapsed or until all participants have completed the prescribed course of fire. During informal shooting events, participants when finished firing should simply open the action clear the firearm, bench or ground the firearm and step back behind the yellow line and wait until all shooters have completed the event. After this, a mutually agreed upon cease-fire is called.

To stop firing and declare the range safe:

Command: **SHOOTERS, YOU HAVE (X) NUMBER OF MINUTES LEFT TO COMPLETE THE COURSE OF FIRE or SHOOTERS FIRE YOUR REMAINING ROUNDS.**

Purpose: To alert all shooters that a general cease-fire is about to be called and to allow the slower shooters to complete the course of fire. Those that have completed the day's activities may put away their equipment. In the event there are rounds remaining that have not been fired, the shooter, upon the command "Cease Fire" simply unloads, clears and grounds or benches his firearm.

Command: **CEASE FIRE**

Purpose: To stop all firing.

Action: All participants shall unload open actions or remove magazines and bench or ground all firearms. And if activities are complete for the day, step back from the line or clear the area by packing away firearms, ammunition, other gear and cleaning up the area.

Command: **SNAP CAPS**

- Purpose: To assure that the flash hole is open and the barrel is free of any material (oil) capable of causing a hang fire. In some events, this command is also used to determine if all firearms are unloaded. In other, safety precautions require the guns to be uncapped, unprimed with hammers down prior to leaving the line.
- Action: All participants using percussion type muzzleloaders shall step up to the firing line, affix a primer cap, point the firearm down range and “snap” the cap.
- Command: **RANGE IS CLEAR**
- Purpose: To alert all shooters along the line that travel beyond the firing line for purposes of target change or retrieval, the removal of brass and trash is approved.
- Action: Participants may move down range as directed or desired to change, remove targets or to clean up. The next relay shall not take up positions on the firing line until told to do so. Participants not going down range are to stand back from the firing line and away from firearms. NO firearm will be handled while others are down range.

Command sequence begins for next round of firing

9.0 References

NRA Range Source Guide

Appendix

Appendix A: Hold Harmless Agreement

RELEASE AND HOLD HARMLESS

I absolutely and unequivocally release and forever discharge the Manzano Mountain Gun Club, its officers and members, and Torrance County, New Mexico from any and all liability, claims, demands, action or right of action, which are related to, arise out of, or are in any way connected with the shooting sports activity which I have voluntarily entered, for any and all injuries, damage, or death to myself, offspring, dependents, or my property.

I promise and covenant to hold harmless and indemnify Manzano Mountain Gun Club, its officers and members, and Torrance County, New Mexico, from all costs, including attorney's fees, settlements, and judgments incurred in connection with claims for injury, damage, or death to the person or property of another while engaged in the shooting sports activity.

I have read and fully understand the Firearm Handling & Shooting Rules (appendix C.). My signature below indicates I have read and understand this entire document completely and agree to be bound by its terms.

DATE	SIGNATURE	PRINTED NAME	AGE

Appendix B: Incident Report

Manzano Mountain Gun Club

INCIDENT REPORT

This form is required to be filled out by all injured parties and witnesses. Be sure that all name, addresses and phone numbers are included. All statements must be completed and returned to a club officer within 30 days of the incident.

Date of Incident: _____ Time: _____

Are you the injured party of the incident? _____

Are you a witness to the incident? _____

Name: _____

Address 1: _____

Address 2: _____

City: _____ State _____

Phone Number: _____

Was this a personal injury? _____ (if yes provide following information)

Explain: _____

Was this a property injury? _____ (if yes provide following information)

Explain _____

Name of Insurance Company: _____

Policy Number: _____

Address 1: _____

Address 2: _____

City: _____ State _____

Phone Number: _____

Has an insurance claim been filled? _____ Date _____

Appendix C: Range Safety Rules

Bill Pohl Memorial Shooting Range

Firearm Handling & Shooting Rules

- Check in with the Range Safety Officer to register before bringing firearms to the shooting line.
- Always obey the Range Safety Officer (RSO), they are the sole authority on the shooting range.
- Always keep the firearm pointed in a safe direction.
- Always read and know the Posted Range Safety Rules.
- Eye and Hearing protection are required while shooting or on the firing line.
- Always keep your finger off the trigger until ready to shoot.
- Anyone can call a **Cease Fire** if they see a safety concern.
- Always keep the actions open and firearm unloaded until ready to shoot.
- When a line break or cease fire is called, immediately unload your firearm, open the action lay the firearm on the bench pointing down range, and step back away from the firing line and behind the yellow safety line.
- Always stay behind the safety line and firing line until the RSO announces that it is safe to go forward and set or remove targets.
- DO NOT stand at the firing line or handle any firearms during a line break or when others are down range.
- Be sure your firearm is safe to operate and how to use it safely.
- Use only the ammunition designed for your specific firearms.

Appendix D—Notice of Range Violation

Manzano Mountain Gun Club

Notice of Range Violation

Purpose

This form shall be used to report any known or witnessed violation committed on the Bill Pohl Shooting Range. Such violations include safety problems, disregard of Manzano Mountain Club By Laws, rules and regulations. Once completed, deliver to a members of the MMGC Board of Directors or mail to Manzano Mountain Club, PO Box 93, , 87036.

Date: Submitted: _____

Reporting Person: _____

List of Witnesses (if available) _____

Date Violation was Committed: _____

Describe the Violation: (Please be as detailed as possible, time, dates, violation incident)

Appendix E—Emergency Medical Procedure

EMERGENCY MEDICAL PROCEDURE

CALL A CEASE FIRE!!!

Regardless of the Problem

Quickly check with persons present “Is there anyone present who knows First Aid procedures”

Choose two persons (2), or more, to assist with emergency!

Tell one (1) person to get the cell phone and call 911 ; be prepared to give the following information - stay on the phone providing information until E.M.S. dispatcher hangs up. . Send someone to the main gate to direct E.M.S. vehicles.

- Location --- US Hwy 60, Mile Marker 192.118. 12 miles west of Mountainair.
- GPS coordinates of the Hwy 60 main gate
- Persons Age
- Persons Sex
- What the problem is (heart, gunshot, injury, etc...)

Send someone to the main gate to direct emergency vehicle.

Take the First Aid Kit to the injured person and survey the injured person's condition. Get any First Aid, medical assistance present.

- If blood is present, put on rubber gloves before giving any aid.....no matter what the injury.
- Tell the injured person who you are, that you can help them and more help is coming.
- Stop any severe bleeding --- a tight compress works in most cases.
- Restore natural breathing --- perform C.P. R. as necessary
- Keep the victim lying down – never move the victim – cover the victim to conserve body heat and help prevent shock.

Continue administering first aid and other encouragement until E.M.S personal have arrived.

If the problem is a shooting accident, get assistance and secure the area as soon as possible. Secure the firearm or archery equipment.

Fill out incident report as soon as possible, get summary of incident, witnesses names. Get assistance as required.

Appendix F: Range Perimeter and Sign Report Log

RANGE PERIMETER and SIGN PATROL LOG

DATE	TIME	PERSON	REPORT OF DESCREPANCIES

Appendix G: AUTHORIZED TARGETS

The follow list is a reference only of the authorized targets and may be modified by the Board of Directors at any time. If questions arise related to the proper targets request the latest copy from the Board of Directors.

AUTHORIZED TARGETS

Any Paper Target mounted on backer board consisting of fiber material or cardboard. No wood, metal, plastic product material is allowed for backer boards. Backer board must be mounted on club target stands, or member provided, and shall be a minimum of 24 inches above ground. Target Stands can be made of metal, wood or plastic only.

Steel targets are allowed as follows: Steel Targets must be set a minimum of 25 yards from firing line unless authorized by Board of Directors or special use by authorized shooting Discipline.

Ground targets, such as rubber blocks, specific to that purpose, may be used if first reviewed and approved by the Chief RSO. The shooter shall remain aware of the potential for ricochets and act accordingly. Such targets shall be placed in front of the berm only; never on top of the berm.

UNAUTHORIZED TARGETS

Backer boards provided by the Range are not allowed as target backers for shotgun pattern testing or shooting. You must use your own backers.

No ground targets of any kind or material which could leave dangerous debris (glass, plastic, rock, wood, etc.) are allowed.

No shooting at rocks on the range.