



Range Safety Plan

DRAFT

Table of Contents

Terminology	3
1.0 Introduction	4
1.1 Preamble.....	4
1.2 Objective	4
1.3 Assumptions	4
1.4 Control.....	5
2.0 Safety Planning.....	6
2.1 Safety Plan	7
3.0 Administrative Rules and Regulations	8
3.1 Hours of Operation.....	8
3.2 Required Training	8
3.3 Range Safety Officer Requirements	9
3.4 Procedures Involving an Accident.....	10
4.0 General Rules and Regulations.....	11
5.0 Gun Handling Rules	13
6.0 Archery (Bow) Handling Rules	13
7.0 General Firearm Range Rules.....	14
8.0 Specific Range Rules	15
10.0 References	17
Appendix A Hold Harmless Agreement	18
Appendix B Incident Report	19
Appendix C Notice of Range Violation.....	21
Appendix D Emergency Medical Procedure	22
Appendix E Range Perimeter and Sign Report Log.....	23
Appendix F AUTHORIZED TARGETS	24

Terminology

MTSA	Middle TN Sporting Association
NRA	National Rifle Association
Range Safety Officer	A person, who has been trained, certified and has an active Certification as a Range Safety Officer (RSO)
Visitor	Any person who is NOT a paid active member of the MTSA; is NOT a member of an authorized user organization
Berm	An earthen structure intended to collect and claim expended bullets in a safe manner
Rifle	Center fire less than 50 Browning Machine Gun (BMG), rim fire, or black powder rifle (.32, .36, .40, .45, .50, .54, .58 caliber) Note: Use of 50 caliber BMG cartridge rifles is not allowed on the MTSA ranges.
Handgun	Any center fire, rim fire or black powder handgun up to and including 54 calibers,
Shotgun	Any shotgun smokeless or black powder up to and including 10 gauge.
Safe Direction	When approaching or departing the shooting range, the safe direction to point the firearm is 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	Location and 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 Middle TN Sporting Association (MTSA) shooting range facilities.

This document specifically addresses safety issues, and is required study for all MTSA members or organizations, authorized to use the range. All MTSA members and organizations will be required to demonstrate proficiency and knowledge of this directive.

This plan, even though it specifies prevailing safety rules and regulations, it alone does not create a safe environment. The human element must be controlled through action both physically and psychologically. This is best accomplished by using passive, active and subliminal training methods such as signs, placards, flyers and training events.

1.2 Objective

The MTSA Inc. is a non-profit, tax exempt organization which manages the shooting ranges at its location. The primary objective is to maintain a place to provide members who are US citizens and are legally allowed to possess a firearm a place where they can learn and practice the safe and efficient use of fire arms and archery equipment for home and personal protection, hunting, competitive shooting, and shooting for recreation.

1.3 Assumptions

The term "safe range" is a misnomer and false assumption, because no such facility exists. However a properly managed range, operating under strict guidelines and safety rules that are enforced, together, constitute a safe operation.

Safety on the firing lines is also based on several false assumptions, some of which may constitute a callous attitude.

For Example;

- All people who engage in recreational shooting will automatically discharge firearms only in the direction of a target,
- Shooters always keep their firearms unloaded and action open when arriving or departing a range,
- Shooters will always keep their firearms unloaded except when in position on the firing line,
- Shooters will always use only those firearms with which they are familiar, and will always use the correct ammunition.

Because the assumptions are not true, they become the basis for this safety plan. Further, since it cannot be assumed that most range users are skilled in the proper use of firearms (safe gun handling and basic marksmanship), it is the responsibility of the Range Safety Officers, all MTSA members and user organizations to instruct and coach those who visit the ranges i.e., letting them know precisely how each facility must be used. This insures that all users understand what is and is not permitted on each range they desire to use.

Under no circumstances shall any MTSA member or user organization assume that any visitor or other user has read, understands, or will comply with the safety rules as posted or published. Safety requires constant vigilance and cannot be left to chance.

1.4 Control

Visitors must sign in; they must sign a combination registration and hold- harmless agreement. **(See Appendix A)** Each user will be asked to read the posted range safety rules. **(See Paragraph 8.0)** 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 MTSA members, user organizations and Range Safety Officers to make each visiting 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.

Safety Signs will also be posted on the perimeter of the property indicating 'DANGER LIVE FIRING RANGE – DO NOT ENTER WITHOUT PERMISSION'.

All MTSA 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 MTSA Board of Directors for appropriate disciplinary action as warranted. **(See Appendix C)** Range Safety Officers and MTSA Board of Directors have the authority to terminate any MTSA member or visitors' use of the range for cause (i.e., disregard of safety, range rules and regulations or behavior).

2.0 Safety Planning

During BI-monthly MTSA meetings, safety shall be the first order of business. Observations made during previous months and events shall be discussed and suggestions, made to correct or improve effectiveness, will be evaluated. A written record will be maintained of suggestions that are adopted for inclusion in the next revision of this Safety Plan.

This document shall be distributed to all MTSA members and authorized user organizations, plus notices shall be made that copies are available for public review.

Another purpose of the plan is to constantly evaluate the needs of MTSA members and users, as it relates to existing and planned use of the MTSA property. Safety rules will vary somewhat with each activity, i.e. rifle, handgun, shotgun, and archery as are applicable to each shooting activity or competition.

Since there will be a variety of live-fire activities conducted at the facility, each one must be evaluated as it relates to the overall operation. Hence, it is necessary to construct or modify the range(s) as required to accommodate a particular live-fire activity.

All Range Safety Officers shall be trained in the teaching methods of basic marksmanship in rifle, pistol and archery. 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 all safety, rules and regulation of the MTSA. 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

Access onto the range....

Perimeter Signs

The MTSA 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 yearly.

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 and Ammunition Check

All firearms used during public or training activities shall be visually checked by the range officer or assigned supervisor, prior to their use. This activity involves the observation of visitors as they arrive at the shooting range to make sure that firearm actions are open. Signs shall inform visitors, that firearms must be unloaded prior to entry in the parking lot. Further, that all firearm actions must be open prior to removal from the conveyance in which they were transported. Cased firearms may remain cased until they are taken to the range firing line. Upon taking their place at the firing line, their firearms will be checked by the assigned range safety officer. Further the following limitations will also be enforced:

- Range officers, instructors or supervisors will check the ammunition intended to be used by any visitor to verify it is a caliber that has been approved for use on the range being used. **NO ARMOR PIERCING, INCENDIARY, OR TRACER** ammunition may be fired on any range.
- No rifles chambered for 50 Browning Machine Gun (50BMG) will be allowed on MTSA shooting ranges.
- On the trap or 5-stand shotgun facilities, shotgun ammunition containing pellet sizes no greater than 7 ½ may be used at any time.
- Shotguns firing pellet sizes larger than 7 ½ - to include buckshot and slugs may be fired into the International Defensive pistol Association (IDPA) designated berms with permission of the IDPA Chairman.

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 or archery shooting activity. (See Appendix A)

Safety Plan Reference

All MTSA 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 revision were made and accompanied by signature of the active MTSA President.

Any exceptions to the safety rules and regulation of the shooting facilities of the MTSA defined herein shall be noted and an advisory issued to specify the duration of such exception and implications, if any.

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

3.0 Administrative Rules and Regulations

3.1 Hours of Operation

The MTSA facility is open to all active members of the MTSA and authorized guests seven days a week. The hours Mon-Sat are sunrise to sunset or 8PM which ever occurs first. Hours Sunday are Noon until sunset or 8PM which ever occurs first. Shooting at the range is not allowed between sunset and sunrise.

The Range is available to other authorized groups or individuals when properly scheduled and authorized through the MTSA Chief Range Safety Officer. Examples are local law enforcement, High School live fire for hunter safety course supervised by TWRA, and High School Youth teams.

3.2 Required Training

All GGC Range Safety Officers will be trained and certified through the NRA training programs or other organized shooting associations.

3.3 Range Safety Officer Requirements

Range Safety Officers are required during all scheduled range events.

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 MTSA 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, 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

Minimum of one (1) range officer, employee, per 15 firing points used.

3.3.2 Club Disciplines

Minimum of one (1) range officer, member of discipline, per 15 firing points used.

3.3.3 Special Events

Minimum of one (1) range officer, per 15 firing points used.

3.3.4 Training Classes

Minimum of one (1) range officer, per 15 firing points used with one (1) certified instructor supervising 3-5 firing points used. All classes shall use the coach-pupil method.

3.3.5 Tournaments

Minimum of one (1) range officer, per 25 firing points used. Additional tournament officials required (provided by tournament host) as follows; one (1) range officer (announcer), one(1) block official per 10 firing points, and one (1) line officer per 5 firing points.

3.3.6 Junior, Public and Training

Juniors fifteen years old but less than 19 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

Let us hope there is never an accident or medical emergency, but if there is, it is important to stay calm and take charge of the situation. 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 D**.

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 MTSA, you must have wear membership card during your visits to the range. No other form of identification is accepted.
- 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.
- All MTSA safety rules, rules and regulations, must be adhered to at all times.
- All scheduled and planned shooting events must have an assigned Range Safety Officer present. 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 persons shall be alert as to where children are at all times.

- No minor, under the age of 19, 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. You are prohibited in the sharing of the gate code with any other member or family member. Under no circumstances is the gate code to be shared with any minor or non-authorized person.
- The First Aid box is located under the Covered Range and is available to all active members. The access code to the box is the same as the RSO Access Code.
- Anyone witnessing safety violations that are not being corrected, either by the public or a club member, shall report the incident (**See Appendix C**), 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.
- Shooting at any wildlife on the MTSA Shooting Range is forbidden.
- Do not leave trash or used targets on the range use the range containers or pack it out.
- NO SHOOTING AT ANY OBJECT that is not an authorized target is allowed. (**See Appendix F**)
- No private firearm or archery instructions for a fee by any member or group is allowed on the range. Such activities are assumed to be private business and are not an approved activity of the MTSA.
- There is no overnight camping allowed on any area of the MTSA property unless specifically authorized by the Board of Directors.
- No vehicle of any type is allowed down range at any time during any active shooting activities.
- No camp fires, of any type, are allowed on the MTSA property.
- The MTSA allows for the use of steel targets only as directed on the main range. Steel Targets for use with rim fire rifles and pistols are allowed only on the separate range. Bianchi-type steel targets are allowed only on the IDPA range.
- No clay or glass targets, fixed or other type, are allowed on any rifle or handgun shooting range.

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.
- 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 Archery (Bow) Handling Rules

- NEVER pull a bow string (dry fire) without an arrow mounted and ready to fire. Serious damage can be incurred to the bow.

- Know where others are at all times
- Shoot only at authorized targets
- **DO NOT** handle any Bow with a mounted arrow or stand at the firing line where Bows are present while others are down range
- No cleaning or repairing of any archery equipment at the firing line.
- Always keep your arrow pointed at the target or down range. Never allow the arrow to point in any direction whereby an inadvertent discharge would allow the escape of a projectile into another area.

7.0 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.
- All firearms will be brought to the firing line unloaded or magazine removed and action open.
- EAR AND EYE PROTECTION ARE REQUIRED for both shooters and non-shooters 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 in any direction other than toward an authorized 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 clean up your brass when you have completed your shooting activity.

8.0 Specific Range Rules

MTSA SAFETY RULES

The range is for MTSA members, their immediate family (same household), and guests only. Each guest is limited to two visits per year. Range is open Mon-Sat from sunrise to sunset or 8PM whichever occurs first. Sunday from Noon to sunset or 8PM whichever occurs first.

The first person on the range shall assume the duty of Range Safety Officer (RSO) until a trained RSO, a Board Member, or the Chairman presiding over the match is present. Membership cards shall be worn at all times while on TCSA property.

This is a COLD RANGE. All firearms shall be unloaded until they are on the line and all shooters acknowledge the range is "HOT". All firearms carried to and from the shooting area shall be either cased, holstered, or with the action open.

All firearms shall be pointed downrange or in the gun racks while in the shooting area. The action of firearms must be open when not in use.

EYE AND EAR PROTECTION ARE REQUIRED FOR ALL SHOOTERS AND NON-SHOOTERS while using the range.

Members shall "CLEAR" the firing line with ALL shooters before going downrange. ALL FIRING STOPS, ACTIONS MUST BE OPEN and FIREARMS SHALL NOT BE HANDLED. All shooters not going downrange must step back from the firing line and not handle either firearms or ammunition while any person is downrange. After ALL shooters return from downrange, they shall acknowledge with ALL shooters present that the range is "HOT" before firing can continue.

Members are responsible for bringing their own target stands and targets for practice. Metal Gongs shall not be shot with AP armor piercing rounds. Metal targets shall not be shot any closer than 200 yds. (Exceptions: 22 rim fire spinners and sanctioned match targets may be placed closer than 200 yds.) Police your targets, bowling pins, brass, boxes, etc. before leaving the range. Do not shoot bottles, rocks, blocks etc. Keep the range clean for mowing and the use of others. Please empty trash cans in the dumpster.

The Bianchi Plates are for all members. They are for HANDGUNS ONLY. NO RIFLES (or rifle conversions), NO SHOTGUNS, and NO MAGNUM handgun rounds. Plates shall not be shot any closer than 25 yds. and must be shot directly in front of the plates, not at an angle.

No fully automatic weapons or “bump-firing” allowed. No tracers, incendiary, or explosive rounds are allowed on MTSA ranges. The use of exploding and/or pyrotechnic targets is strictly prohibited.

No armor piercing rounds or steel core rounds (LAP Light Armor Piercing) allowed shooting steel plates (gongs). It is the members’ responsibility to make sure their rounds are not damaging the steel plates. Members are required to pay for damaged plates. Members will forfeit their membership if a fire occurs due to steel being shot with armor piercing rounds.

Hunting is not allowed on MTSA property. Be aware of deer, turkey, and other animals on the range and ceasefire when they are present.

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10.0 References

NRA Range Source Guide
MTSA Bylaws

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Appendix B Incident Report

MTSA 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 or mailed to the MTSA within 30 days of 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 D 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, 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.

Take the First Aid Kit to the injured person and survey the injured persons' condition. If applicable, provide First Aid measures until EMS arrive. First aid procedures may include, but are not limited to the following actions:

- 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 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 on all ranges but the Archery Range. 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.

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 clay targets of any kind, regardless of material or designated rifle and pistol ranges.

No ground targets or targets at any level above ground made from materials that break, fragment, or may cause ricochets are allowed.

No shooting at rocks on the range.