

# Waite Park Rifle Club

## Standard

## Operating

## Procedures

V10.3

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of “hot” firing line.  
Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.  
V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3  
Modify Appendix B: Miscellaneous training classes 06/12/2020

# Waite Park Rifle Club Standard Operating Procedures

## Table of Contents

1. Introduction
  2. Conditional Use Permit (CUP)
  3. General Safety and Range Rules
  4. RSO Duties
  5. Rifle Range SOP
    - 5.1 Rifle range RSO SOP
    - 5.2 Rifle Range General rules
  6. Pistol Range SOP
    - 6.1 Pistol range RSO SOP
    - 6.2 Pistol Range General rules
  7. Trap Range SOP
    - 7.1 Trap range RSO SOP
    - 7.2 Trap Range General rules
  8. Muzzleloader Specific SOP
  9. Archery SOP
  10. Cleanup or Maintenance Days
  11. Emergency SOP
- Appendix A: RSO Training
- Appendix B: Miscellaneous Training Classes
- Appendix C: Leagues

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of “hot” firing line. Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange. V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3 Modify Appendix B: Miscellaneous training classes 06/12/2020

WEBSITE: [www.waiteparkrifleclub.com](http://www.waiteparkrifleclub.com)

## 1.0 Standard Operating Procedure Purpose Statement

1. The objective of this Standard Operating Procedure (SOP) is to establish range activity guidelines, rules and an emergency response plan. The end result is to conduct safe live fire activities consistent with the purpose and by laws of our organization within the framework of the Conditional Use Permit (CUP) negotiated with the City of St. Augusta.
2. Upon adoption by a majority vote of the Waite Park Rifle Club Board of Directors (BOD) a copy of the SOP will be distributed to each club member. The Executive Range Officer (ERO) will post a copy in the range Sign In building and the Range Safety Officer (RSO) building. The website manager will post the SOP on the Club website.
3. All changes/updates to the SOP must be approved by majority vote of the BOD. Any change or update will be posted on the Club website as soon as possible and will be included in the next annual mailing to club members. The ERO will place the update/change in the range Sign In building and the RSO building.
4. Each member of the Waite Park Rifle Club (WPRC) is required to become familiar with and observe the conditions and guidelines of the sop. All members are expected to educate all family members, approved visitors or guests regarding the SOP and ensure their compliance.

## **1.1 Range Description**

A. Waite Park Rifle Club (WPRC) range facilities are operated to provide a safe environment for WPRC members to participate in recreational and organized shooting activity or firearms related training, to instill good sportsmanship through friendly competition and promote positive community relations. The range exists to promote firearms familiarity, handling safety, and marksmanship among our club members and the surrounding communities. The ranges are used to encourage and conduct small arms competition for our members in cooperation with the National Rifle Association and the Civilian Marksmanship Program. The facility is under the supervision of the WPRC Board of Directors (BOD). It is managed by the Executive Range Officer (ERO). Daily operations of the facility and ranges are the combined responsibility of the ERO, RSOs and all WPRC members.

B. The facility with its ranges and buildings is located on property owned by the WPRC. This facility is utilized by a specific group of authorized personnel known as The Waite Park Rifle Club (WPRC).

C. The WPRC is a self-sustaining operation. Sufficient monies are necessary to fund daily operations. Revenue is generated by annual membership dues.

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of "hot" firing line. Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.  
 V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3 Modify Appendix B: Miscellaneous training classes 06/12/2020

D. Membership in the WPRC is a privilege, WPRC members and authorized family members must exercise strict adherence to this Standard Operating Procedure (SOP) to provide standardized and safe operation of our ranges. All members are required to display their membership card while on our facility. Anyone on the range who demonstrates a lack of discipline, safe conduct, or regard for others will be evaluated immediately by any Range Safety Officer (RSO) present for disciplinary action. The BOD may also evaluate for any further disciplinary action.

E. Members are required to guard against trespassers. Trespassers (non-members) discovered firing on the range(s) are regarded as untrained, unsafe, and armed trespassers on private property. They should be told to leave. Members should contact law enforcement and inform them of the armed trespasser and ask for assistance if needed. While waiting for response, call a cease fire, unload and case all guns and try to obtain the vehicle license number and description of the trespasser. Report the incident to the ERO who will have contact information posted in the sign in building. Use good judgment.

F. The WPRC facility is comprised of three ranges. The shotgun range is located on the northern portion of the property and is setup for trap shooting. Shooters fire from five designated positions in a north to northeast direction. An area of the shotgun range can also be used for shot pattern testing. **Trap shooting and pattern testing cannot occur simultaneously.**

The rifle range is on the southwest area of the facility. It has impact safety bunkers constructed at 25 yards, 50 yards, 75 yards and the maximum range of 100yards. All shooting on this range is done at a common firing line. There are a total 13 shooting points on this range.

The southeast section of the property is the location of the pistol range. Safety impact bunkers are established at ranges of 21 feet, 50 feet, and 50 yards. All live fire is conducted at a common firing line from 12 firing points; except when the range is closed for league competition. Firing on both the rifle and pistol ranges is in a southerly direction at approved targets placed in the confines of the safety impact bunkers. Both ranges have safety berms on their east, west and south boundaries for noise abatement and stray round containment.

## 2.0 CONDITIONAL USE PERMIT

CUP is issued by the City of St Augusta and sets our hours of operation which is 9am Monday through Saturday to 9pm or sunset, whichever is earlier. No shooting before NOON on Sunday.

## NO SHOOTING OUTSIDE OF THESE

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of "hot" firing line. Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange. V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3 Modify Appendix B: Miscellaneous training classes 06/12/2020

# HOURS

## 3.0 General Safety and Range Rules

### To be Brief:

Remember: sign-in when using the range

Raise the range flag

Think and Practice Gun Safety

Place and shoot all targets within an orange box within a bunker on the rifle or pistol range

Communicate with other members using the range

Wear eye and ear protection

Lock the gate behind you when entering and leaving the range; this helps assure that only members will enter the range after you.

Knowledge, skills and ATTITUDE

## General Gun Safety

All new members will receive safety training before receiving range keys.

Members will receive mandatory refresher training as determined by the BOD.

1. **Always** keep the gun pointed in a safe direction.
  - A. A safe direction means that even if the gun would go off, it would not cause injury or damage and no bullet would leave the range
  - B. The key is to control where your gun barrel is pointed at all times!
  - C. At our range, this means inside the orange box within a bunker. Safety impact bunkers impose very specific azimuth and elevation limitations and define a narrow firing “corridor” to ensure bullet impact in the bunkers. To prevent bullet impact outside the bunkers, shooters are required to place **ALL TARGETS** within the confines of the safety impact bunkers.

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of “hot” firing line.

Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.

V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3

Modify Appendix B: Miscellaneous training classes 06/12/2020



2. **Always** keep your finger off the trigger until you are ready to shoot.
  - A. Rest your trigger finger outside the trigger guard and alongside the frame of the gun.

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of "hot" firing line.  
Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.  
V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3  
Modify Appendix B: Miscellaneous training classes 06/12/2020



3. **Always** keep the gun unloaded until ready to shoot.
  - A. Remove the magazine
  - B. Open the action
  - C. Look into the chamber to see if it is clear or empty
  - D. Use an open chamber indicator if available

Know your target & what is beyond

Be sure your gun is safe to operate

Know how to use your gun safely

Use only the correct ammunition for your gun

Wear eye and ear protection

Alcoholic beverages or medications containing alcohol are prohibited on the WPRC facility. The use of any medication (over the counter or prescription) which will cause drowsiness or slow reaction time or dull the senses is prohibited. Smoking is prohibited on the firing line.

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of "hot" firing line.

Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.

V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3

Modify Appendix B: Miscellaneous training classes 06/12/2020

Always store guns so they are **not** accessible to unauthorized persons. This includes guns at the range.

**Do not handle a gun while others are downrange.**

No one shall go in front of the firing line or shooting point while the range is “hot” with other persons or person shooting or preparing to shoot, or if any firearm is on the line that is not unloaded or has the action closed. This includes the handling and loading of muzzleloaders.

The muzzle of all loaded firearms must be pointed downrange at all times. This is to prevent bullets going through the overheads and/or leaving the range.

Be aware that certain types of guns and many shooting activities require additional safety precautions.

All guns shall be unloaded when you arrive at the range

The only guns loaded are those on the trap or firing line and you are ready to shoot at a target.

Maintain a common firing line

Clear the firing line before proceeding down range; all guns benched with open action facing up, magazine removed and safety on.

Never leave a loaded gun unattended

Call “**CEASE FIRE**” if an unsafe situation is observed.

Know and obey all range rules

G. An important responsibility of all WPRC members is to stop and correct any unsafe range condition. Immediately call a **CEASE FIRE** and point out the safety problem and suggest corrective action. When no certified RSO is present - any club member may take charge.

Stop shooting immediately upon the command “**Cease firing.**”

No cross firing

Shoot only at authorized targets:

A. Targets for use on the pistol and rifle ranges are restricted to those provided by the club and available in the “blockhouse” or any commercial or homemade paper or cardboard target if it can be placed in the safety impact bunker and affixed to the clips

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of “hot” firing line. Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange. V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3 Modify Appendix B: Miscellaneous training classes 06/12/2020



provided. Cardboard is the only approved target backing. Clay pigeons are the only approved target for use on the shotgun range for trap shooting. Paper targets may be taped to the paper supplied for shot pattern testing.

B. No breakable targets (glass, junk, computers, monitors, CDs, clay pigeons on the rifle and pistol ranges, etc.)

C. No exploding targets

D. Water filled milk jugs are OK, pick up your own remnants.

E. STEEL TARGETS ARE ALLOWED. They must have a smooth face with no pockmarks or craters. Uneven surfaces are a source of splash back and ricochets that endanger the shooter and bystanders. Please use appropriate target materials and follow manufacturers' recommendations.

F. The polymer targets may be shot with any rifle or pistol caliber at any range. Not for use with shotgun. Slugs cause too much damage and pellets can bounce back.

Know where others are at all times (especially children).

Children who have not completed their MN Firearms Safety Course need to be with their parent at all times.

#### DON'T EAT WHILE SHOOTING DUE TO LEAD AND OTHER CONTAMINANTS

Pregnancy: Amniotic fluid conducts sound extremely well. The fetus hearing could be damaged.

No 50 BMG. Our bunkers are not adequate for it.

Full auto is allowed **BUT** remember **ALL** bullets must land within the orange area of the bunker.

Only aimed, precision fire is allowed on WPRC ranges. Un-aimed or indiscriminate fire has a high likelihood of rounds going outside of designated impact areas or leaving the range complex. **Indiscriminate or un-aimed fire is prohibited.** Indiscriminate fire is defined as follows:

Using any firearm without sights, or without employing sighting devices, or by firing too rapidly to allow proper sight alignment between shots.

Firing from the hip, chest or any other position that does not allow for proper sight alignment.

Firing "quick draw" style without using sights or bringing the firearms sights into the shooters visual sighting plane.

Firing any firearm "gangster style", i.e. e., holding the firearm sideways without using the sights.

Firing at anything on the range (including the range surface, number boards, etc.) other than approved targets placed in the approved fashion or a target not aligned in the perpendicular with the shooters position (no shooting across another firing lane).

Most rifles, handguns and shotguns may be used on the rifle or pistol ranges provided the following restrictions are observed:

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of "hot" firing line.

Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.

V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3

Modify Appendix B: Miscellaneous training classes 06/12/2020

Firearms without an aiming/sighting device are prohibited.

Rifles and shotguns without a shoulder stock are prohibited. Folding shoulder stocks must be extended and used.

Firearms chambered for the .50 Caliber BMG round are prohibited because of the likelihood of the projectile penetrating the safety impact bunker.

Paint ball guns of any type are prohibited. Pellet rifles and handguns (CO2 or pump) and BB guns are allowed.

Any semi-auto firearm equipped with a "hellfire", "activator" or similar trigger device that preempt factory designed safety features to permit rapid fire is prohibited per Minnesota Statute 609.67 subdivision 1 (d).

Shotgun use is conditional to ammo type on the shotgun and rifle ranges vs. the trap range. See the individual range rules for more information.

Incendiary, tracer and explosive ammunition cannot be used on the WPRC ranges.

F. People may assume any safe shooting position while using the WPRC ranges. Standing, sitting, kneeling or prone are typical positions. Spine prone (lying on back and placing the barrel against lower leg) is allowed, but shooters must ensure they keep their firearm muzzle at the firing line and ensure their feet remain behind the firing line **A stable and balanced position must be maintained to prevent unwanted and unsafe bullet placement.**

## Cold Range

Waite Park Rifle Club runs a COLD RANGE.

This means there are no loaded firearms except at the "HOT" firing line.

DO NOT confuse this SAFETY RULE with the provisions of the Minnesota Personal Protection Act.

# WPRC RANGE STANDARD OPERATING PROCEDURES

## **4.0 RANGE SAFETY OFFICER (RSO) REQUIREMENTS**

All Waite Park Rifle Club (WPRC) Range use is covered by Standard Operating Procedures (SOPs). These SOPs define what every member must know to use a WPRC range. These SOPs, written for all members, available from the WPRC web site at [www.waiteparkrifleclub.com](http://www.waiteparkrifleclub.com), or contact the various board members. SOPs governing Range Safety Officer (RSO) range operations are addressed below, and are available from the same sources. Each RSO is responsible for making sure they have the latest rules and guidelines available. Keep in contact

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of "hot" firing line.

Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.

V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3

Modify Appendix B: Miscellaneous training classes 06/12/2020

with range postings or website: it is your responsibility to keep up to date.

## **4.1. Range Safety Officer – Role and Responsibility**

1. Range Safety Officers (RSO) will be comprised of volunteers selected from the WPRC membership. Selection will be made by the majority vote of the BOD, with mandatory attendance of the ERO. Interested club members should contact any BOD member for consideration.

2. RSO status is accomplished by attending and successfully completing the National Rifle Association Basic Range Safety Officer Course. Successful completion will be defined by the NRA training department. The WPRC will compensate all volunteers attending a NRA RSO training session for all BOD approved expenses. An RSO will not be compensated for time or expenses incurred while performing their duties as RSO. Any RSO may be stripped of his or her RSO status for cause deemed sufficient by the BOD at a regular or special meeting of the BOD.

3. The WPRC BOD shall set a minimum number of hours an RSO is expected to spend on the Club range supervising range activities. At present this is twelve (12) hours per year.

4. All RSOs will be supervised by the ERO. It is the responsibility of the ERO to establish a line of communication with the RSOs and use this to keep the RSOs informed of any developments, changes or concerns regarding facility operations. The ERO will provide RSOs with access to current copies of course descriptions, range commands and schedules of the WPRC sponsored shooting activities. The ERO will report to the BOD twice yearly regarding RSO matters and will report to the club president any problem, incident or concern the ERO deems is in need of immediate attention.

5. RSO duties will be stipulated by the BOD. It is the goal of these duties to maximize range safety. **Safety is the one overriding concern of the RSO at all times.** It is the responsibility of the RSO to be familiar with the SOP, all range rules, course descriptions and range commands to provide continuity and consistency while overseeing range activity. RSOs are required to provide the ERO with current contact information which will include a telephone number and an email address. RSOs are also expected to communicate any problem, incident, rule violation, disciplinary action or necessary repair(s) etc. to the ERO in a timely manner and record it in the RSO log book located in the RSO building; remember to stipulate who, when, where and why.

6. The RSO is the supervisor, the take charge person when on the club facility. Decisions must be made by the RSO in a timely manner to avert any conflict and maintain range discipline. Once the RSO has made a decision **that is the last word.** Make every effort to be fair and polite but be firm; **don't forget the words "please" and "thank you".** Return to your main objective- **SAFETY** as soon as possible. Continue discussion or dispute resolution after live fire has been completed.

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of "hot" firing line. Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.  
V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3 Modify Appendix B: Miscellaneous training classes 06/12/2020

**Never compromise safety**, call a cease fire and make the firing line safe if your attention must be diverted from the firing line for any period of time.

Other RSO duties are listed below. This listing is not meant to comprise all duties or detract from those listed in the NRA RSO training manual.

Display the RSO certification card with the WPRC membership card.

Wear the distinguishing jacket or vest provided by the club.

Conduct range safety inspections before live fire begins.

Provide the safety briefing for shooters before starting a shooting event- educate the shooter.

Supervise the shooting event by following the specific course description and range commands. These are great tools for establishing firing line discipline. They help the RSO build a “comfort zone” for the shooters and enforce range rules at the same time.

Our club members rely on the RSO to establish and enforce range discipline within the guidelines of our SOP and RSO training. Good judgment must be exercised by an RSO; it is by far the best tool and asset an RSO can develop.

Never be combative or confronting when dealing with a belligerent shooter. State what is expected of the shooter to the shooter. If necessary, call law enforcement for assistance.

**Do not allow unsafe conditions or belligerent behavior to go unchecked.**

Disciplinary action is an option available to the RSO. Use it with discrimination; but use it if necessary.

IN ALL CASES THE RSO'S DECISIONS ARE FINAL AND BINDING. HIS/HER DECISIONS ARE BASED ON THE CURRENT SITUATION AS IT EXISTS, AND AS HIS/HER JUDGEMENT DICTATES. THE RSO'S DECISIONS MAY SUPERCEDE THE GENERAL PRINTED RULES OR SOP.

## **5.0 RIFLE RANGE STANDARD OPERATING PROCEDURES**

The SOPs for operating the outdoor rifle range are outlined below, along with noting any unique range rules.

### **5.1 RSO OPENING THE OUTDOOR RIFLE RANGE**

1. Unlock main gate. After opening gate relock the padlock back in its place on the chain.
2. Double padlock note.
3. **Logbook**
  - Locate Logbook: It should be on the shelf, in the RSO building.
  - Sign in your name, and start time in the logbook.
  - Put on green or orange RSO vest, or a hat.
4. Inspect the Range using the Rifle Range Checklist (see appendix). There are blank copies in the logbook. Fill out a copy and sign it. There is a place at the bottom of the check sheet for explanations of problems or damage. Place the completed form in the appropriate

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of “hot” firing line.

Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.

V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3

Modify Appendix B: Miscellaneous training classes 06/12/2020

- section of the range book. If any urgent action is required, notify the ERO.
5. Check to see if the large berms (hills) and bunkers are in good condition. If there has been any damage notify the ERO ASAP.
  6. Check the blockhouse for targets, stapler, staples, rests, earplugs and safety glasses. It should be clean and neat.
  7. **Impact area** - Ensure that the bunkers are intact. The range floor should be free from large hard objects (like rocks 1 inch or greater in diameter).
  8. Make sure target clips are functional/ inspect for damage. Make notes on the checklist where repairs are required or repair if time permits.
  9. Ensure that firing line is in order (i.e. benches and stools are functional, and in the proper position, no debris cluttering up the area).
  10. Ensure that there are no hazards / obstructions between the firing line and the impact area. Keep the area clean.
  11. Keep the sandbags neat and orderly in the boxes behind the firing line.
  12. Check the first aid kit in the blockhouse. Adequate supplies should be on hand. An inventory list is inside on the lid. Compare contents against the list.
  13. During the range inspection you may find areas that need attention. If possible, correct any problems before opening the range. If a problem is found that can't be corrected immediately you will have to determine if the range can be run safely with the existing problem. For example: If a section of the bunker does not have sufficient fill, the range could still be opened but the affected section will not be used. However, if you determine that the range cannot be operated safely DO NOT OPEN THE RANGE. Report the problem to the ERO ASAP. If the safety concern is serious, hang a sign so every RSO and member coming to the range will be aware of the problem.
  14. Supplies in the blockhouse
    - Put extra targets (1" stack), safety glasses, ear plugs, staples and staplers out. They are stored in the RSO building and the shipping container. Make sure staplers are full.
    - Make sure all target cardboards are clean. The target cardboards are stored in the blockhouse. Place the spotting scope out on the firing line if needed. It is in the RSO building. Keep an eye on the scopes.
  15. Remove outdated material from the bulletin board.
  16. Inspect the wooden gun racks. They should be in functional condition or moved inside the RSO building if they are not functional.
  17. Take a quick look at the outhouse. It should have toilet paper.
  18. The common toolbox located inside the RSO building on a table near the range door, should have basic tools inside-compare contents against the inventory list inside the box. If these tools are made available to members, make sure they are returned.
  19. Check the trash cans. If they require emptying, burn paper. If still full, contact ERO to arrange garbage pickup.

### **5.1.1 OPERATING THE RIFLE RANGE**

#### **SIGNING IN SHOOTERS**

1. Ensure that they are wearing eye and ear protection.
  - A. Every one coming to the firing line should be wearing eye and ear protection.

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of "hot" firing line.

Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.

V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3 Modify Appendix B: Miscellaneous training classes 06/12/2020

- B. Everything forward of the blockhouse is an eye protection area.
2. Determine if they are a member. They must present their membership card or other proof of membership/payment to the RSO. The membership card must be worn visibly on the member or their gear.
  3. If they are not a member, they must be an accompanied guest of a member and **may not shoot**. As a member, you assume responsibility for their actions.
  4. If there is a lineup of people waiting to use the range, maintain a list of names as they arrive so members are served in order, and no one is overlooked. During deer sight in season, members should be given shooting position assignment priority over guests. If it appears that the range will be very busy, with a relatively long waiting list, the RSO may impose a one-hour time limit for each shooter.

### **MAKING THE LINE HOT**

1. After all shooters are back from putting out target backers or changing targets and are back behind the benches, double check to ensure that no one is down range.
2. After confirming that the range is clear and it is safe to shoot, announce: "PUT ON YOUR EYE AND EAR PROTECTION. THE LINE IS HOT; YOU MAY COMMENCE FIRING WHEN YOU ARE READY".
3. An RSO must always be monitoring the firing line condition for safety. If the RSO must help a shooter and is on duty alone, the line must be shut down until he is free to continue his duty.

### **MAKING THE LINE SAFE**

1. A couple of minutes before calling a cease-fire, warn shooters of the upcoming target change by announcing: "LAST ROUND, ONE MORE ROUND BEFORE CEASEFIRE".
2. Once you have determined that adequate time has elapsed, (a couple of minutes for shooters to fire their last round), then announce: "WE ARE MAKING THE LINE SAFE. CEASEFIRE, CEASEFIRE. UNLOAD ALL FIREARMS AND REMOVE DETACHABLE MAGAZINES. OPEN YOUR FIREARM'S ACTION, PUT THE SAFETY ON, AND STEP BACK AWAY FROM THE BENCHES. DO NOT TOUCH ANY FIREARM UNTIL FURTHER NOTICE. STAY BEHIND THE FIRING LINE UNTIL IT HAS BEEN MADE SAFE".
3. Go down the firing line and inspect all firearms. Confirm that:
  - A. All firearms are unloaded with detachable magazines removed.
  - B. Their actions are open with chambers empty and visible (chamber flags inserted if available) and safeties applied.
  - C. If an action cannot be locked open, use an empty case, chamber flag, or other inert object to keep the action from fully closing,
  - D. Muzzleloaders unloaded, visibly uncapped (or in the case of flintlocks the pan unprimed with the frizzen open and the hammer down).
  - E. Everyone is standing back behind the firing line, away from the benches.
  - F. No one is touching a firearm.
4. Once you are satisfied that it is safe to go down range, announce: "THE LINE IS COLD. YOU CAN NOW GO DOWN RANGE AND CHANGE TARGETS. THERE IS TO BE NO HANDLING OF FIREARMS UNTIL FURTHER NOTICE."

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of "hot" firing line. Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.  
 V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3 Modify Appendix B: Miscellaneous training classes 06/12/2020

5. Remind shooters to:
  - 1 Stay away from the shooting benches while people are forward of the firing line.
  - 2 Take staplers down range with them if they are putting up new targets.
  - 3 Keep their safety glasses on down range at all times. That now is also a good time to pick up any brass that has fallen forward of the benches and to deposit it in the designated brass buckets if they don't want it. Brass on the firing line can be picked up after the RSO gives the command to do so after all shooters have returned behind the firing line.
  - 4 Bring their target backers back if they are done shooting.

### **5.1.2 CLOSING THE RIFLE RANGE**

1. Make the line safe for the last time. You may choose to have everybody case their firearms before declaring the line safe and allowing shooters downrange.
2. Maintain observation of the line until all shooters have removed their firearms from the range.
3. Put the sandbags in the boxes behind the firing line and rests back in the blockhouse.
4. Return spotting scopes and other items to the RSO building.
5. Close and lock all doors of the blockhouse, Sign In building, RSO building and shipping container.
6. Ensure that everyone has left the rifle range.
7. After all shooters have left the range lower the orange range flag.
8. Lock the gate when you leave.

### **5.2 GENERAL RIFLE RANGE RULES**

1. All targets must be placed in and shot inside the orange box
2. Shoot at only authorized targets ( no breakable targets or glass bottles)
3. Shoot only authorized ammo (no tracers, incendiary or .50 BMG)
4. Block house contains: Target backers, targets, bowling pins
5. Recycle brass and police up empty cartridges
6. Keep the block house clean & organized
7. Keep the range clean
8. Eye and ear protection is mandatory.
9. During a cease-fire, all firearms are to be unloaded.
10. No one is allowed forward of the firing line unless the line has been declared safe by an RSO or communication between all shooters.
11. Once on the firing line, a firearm's muzzle must be pointed down range at all times.
12. Loaded firearms must be pointed down range with barrel horizontal.
 

Handguns are allowed on the range if they are capable of consistently hitting the impact area, but are subject to Range Safety Officer approval. The RSO is responsible for closely monitoring pistol use, due to the probability of bouncing rounds out of the range. The RSO should strongly recommend the member use the pistol range.
14. Shotguns may be fired with slugs or buckshot only on the rifle and pistol ranges. Birdshot tears up the target backers and there can be issues with small shot bouncing back from some

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of "hot" firing line. Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.  
 V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3 Modify Appendix B: Miscellaneous training classes 06/12/2020

target surfaces.

15. Shooters may not consume alcoholic beverages or drugs (including prescription and over-the-counter medications) that will affect his or her ability to participate with a maximum state of awareness and in a completely safe manner, before or during live firing. The ERO or RSO will deny range access to anyone in violation.
16. Shoot only at designated targets.
17. If there is a misfire be sure to keep the muzzle pointed down range (preferably on target) for at least 60 seconds, in case it is a hang fire.
18. After a misfire or jam, the firearm must be cleared. If it cannot be safely cleared, suggest the shooter have a gunsmith come out to correct the problem. If the member refuses, the firearm must be removed from WPRC property as quickly and safely as possible.
19. Smoking is not allowed near the benches where muzzleloaders are being loaded.
20. IN ALL CASES THE RSO'S DECISIONS ARE FINAL AND BINDING. HIS/HER DECISIONS ARE BASED ON THE CURRENT SITUATION AS IT EXISTS, AND AS HIS/HER JUDGEMENT DICTATES. THE RSO'S DECISIONS MAY SUPERCEDE THE GENERAL PRINTED RULES OR SOP.

#### **UNSAFE/UNCOOPERATIVE SHOOTERS**

1. Correct the unsafe situation, immediately.
2. If someone has moved downrange when the range has not been declared SAFE, immediately call a cease-fire, and call the person back to the firing line.
3. If a shooter is pointing a firearm in an unsafe direction, immediately have them correct the problem. This may be done verbally or, if you are close enough, physically. Make sure you don't make a bad situation worse by startling the offender.
4. Many unsafe acts take place quickly, and may correct themselves before you have a chance to react to them ("sweeping", for example). Even after such an event, it is still your responsibility to inform the offender of the problem and explain that repetition will result in his removal from the range.
5. A warning should usually be given to unsafe shooters, but, if in your opinion, the offense warrants, you may evict a shooter without a warning. Keep the range safe!
6. Do not argue with shooters. Anyone who refuses to take direction from you, as Range Safety Officer, should be politely asked to leave the range. If a shooter refuses to leave, call a CEASE-FIRE, make the line safe, call the police (911) and explain your situation. All firearms should be encased before the police arrive. Be sure to record the event on a Club Incident Report (found in the RSO Logbook).

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of "hot" firing line. Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.  
 V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3  
 Modify Appendix B: Miscellaneous training classes 06/12/2020



# Rifle and Pistol Range Inspection Checklist

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

**Put a check if OK, a NO if problem noted**

- All Doors/Gates Locked \_\_\_\_\_
- Range flag up \_\_\_\_\_
- Backstop/Impact Area Inspected for condition \_\_\_\_\_
- Target clips in Good Condition \_\_\_\_\_
- Firing Points Clean \_\_\_\_\_
- Shooting Benches/Tables in Working Order \_\_\_\_\_
- Sandbags/Gun Rests on Hand \_\_\_\_\_
- First-Aid Kit Filled/Accessible \_\_\_\_\_
- Range Rules Posted with Copies Available \_\_\_\_\_
- Bulletin Board Hung/Out of Date Material Removed \_\_\_\_\_
- Gun Racks/Storage Tables in Working Order \_\_\_\_\_
- Trash Receptacles Empty \_\_\_\_\_
- Brass and separate Dud Buckets Labeled \_\_\_\_\_
- Inspect outhouse \_\_\_\_\_
- Check Common Toolbox and Tools \_\_\_\_\_
- Staplers, Staples \_\_\_\_\_
- Amount of Targets (at least a 1" stack) \_\_\_\_\_

Comments:

---



---



---



---



---

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of "hot" firing line. Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.  
 V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3  
 Modify Appendix B: Miscellaneous training classes 06/12/2020

## 6.0 PISTOL RANGE STANDARD OPERATING PROCEDURES

6.1 The SOPs for operating this range are outlined below.

### 6.1.1 OPENING THE RANGE

1. Arrive at least 15 minutes early in order to have the range prepared and inspected before opening.
2. Unlock and open the access gate. Re-lock the padlock on the chain to prevent nonmember entry. Lock placement.
3. Unlock the sign-in building and Sign-In.
4. Perform a range inspection, completing the Range Inspection Checklist on the back of the Pistol Range Sign-In Sheet.
  - 1 Inspect the backstop. If there is enough damage to make a section of the backstop ineffective (i.e. rounds may leave the range), close the affected firing positions. Look for excessive rocks or lead buildup.
  - 2 Do not set up a target at more than one range.
  - 3 If a shooting bench is not in good enough condition to use, remove it from the firing line.
  - 4 Make sure all staplers are loaded
  - 5 Band-aides are the most used item in the First Aid kit. If the supply is low, indicate this on the checklist.
  - 6 The outhouse floor should be clean and toilet paper available. The toilet paper is in the RSO building.
  - 7 Any situation on the checklist that cannot wait to be addressed at the next BOD meeting should be brought to the attention of the ERO.
  - 8 If you arrive to open the range, and are short of supplies:

Shortage of...	Look Here
Staples, staplers	RSO building Buy from Hardware store and turn in receipt.
Sandbags	Borrow from (and return to) the Rifle Range or Pistol Range
Targets	RSO building or shipping container
Sign-In sheets	(make copies)

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of “hot” firing line. Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.  
 V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3 Modify Appendix B: Miscellaneous training classes 06/12/2020

## SHOOTER SIGN-IN

1. When a new shooter arrives, ask to see their membership card and have them sign in.
2. Confirm that shooters and guests have eye and ear protection. If not, earplugs and glasses are available.
3. If the range is SAFE, a shooter may move his equipment and cased firearm to his firing point, but may NOT uncase his firearm.
4. If the range is HOT, a shooter may uncase his firearm at the firing line, and prepare to post a target during the next SAFE range period.

## TARGETS

1. Targets and cardboard backers are available in the blockhouse. Targets are free, but are expected to be well-utilized. Use your own discretion.
2. Only one target backer may be used per shooting lane (that is, one backer at either the 25-yard line or 50-yard line, but not one at each).
3. Targets must be placed on the backer such that bullets strike the impact area (inside the orange box). When a shooter is done for the day, make sure he retrieves the backer from downrange, removes the target, and disposes of it correctly.

## 6.1.2 RUNNING THE LINE

### DEFINITIONS

1. The range is “HOT” when downrange is clear and the Range Safety Officer has indicated that firearms may be handled and fired.
2. The range is “SAFE” or “COLD” after the Range Safety Officer has called a cease-fire and ensured that all firearms are unloaded, with actions open and safeties on, or are encased.

### MAKING THE RANGE “HOT”

1. Ensure that downrange is clear. Give the command:  
**“Shooters, downrange is clear. Everyone on the range must have eye and ear protection in place. The range is HOT. We will have a cease-fire in about 15 minutes”.**
2. You may vary the length of your relays, based on your judgment.
3. Watch shooters to make sure they handle their firearms safely. Pay close attention to firearm muzzles to make sure they ALWAYS point in a safe direction. “Sweeping” of other shooters most often occurs when a shooter is casing, uncasing, transporting, or working on a malfunctioning pistol.
4. Pay consistent attention to the impact area, and make sure that all rounds remain in the backstop, and do not strike the range floor or anywhere outside the orange box within the bunker.

### MAKING THE RANGE “SAFE”

1. Shortly before you call a cease-fire, announce:  
**“We will have a cease-fire in X minutes. Fire the rounds you have loaded and do**

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of “hot” firing line.

Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.

V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3

Modify Appendix B: Miscellaneous training classes 06/12/2020

**not re-load”.**

2. Give the command:  
**“CEASE-FIRE, CEASE-FIRE. Place your guns on the bench with magazines out, safeties on, actions open and empty, or case your firearms. Step back from the benches.”**
3. Check every firearm on the line and ensure that all chambers are empty, magazines removed, and safeties engaged. Ensure that all firearms that are not on the line (e.g. on a bench behind the firing line) are encased.
4. Give the command:  
**“The line is SAFE (or COLD). You may go downrange and check or replace your targets. DO NOT handle any firearms while the line is safe.”**  
 This is also a good time to remind shooters to police their brass (forward of the firing line), return backers, etc.
5. While the range is SAFE, watch the line closely to ensure that no one touches a firearm. Make sure no one uncases a firearm at one of the back benches.

### **GENERAL INSTRUCTIONS**

1. When shooters return from downrange, they should stand back away from the benches.
2. When giving commands, speak in a loud, clear voice. Remember that everyone on the range is wearing hearing protection.
3. When dealing with rule violations, be firm, but polite.
4. Be helpful to the shooters who come to the range, but remember that your first priority as Range Safety Officer is the safety of the range. Do not allow yourself to become distracted with helping a shooter if there is a possibility that a safety violation may occur elsewhere on the range.

### **6.1.3 CLOSING THE RANGE**

1. Make the line safe for the last time. You may choose to have everybody case their firearms before declaring the line safe and allowing shooters downrange.
2. Maintain observation of the line until all shooters have removed their firearms from the range.
3. Put the sandbags in the boxes behind the firing line and rests back in the blockhouse.
4. Return spotting scopes and other items to the RSO building.
5. Close and lock all doors of the blockhouse, Sign In building, RSO building and shipping container.
6. Ensure that everyone has left the rifle range.
7. After all shooters have left the range lower the orange range flag.
8. Lock the gate when you leave.

### **UNSAFE/UNCOOPERATIVE SHOOTERS**

1. Correct the unsafe situation, immediately.
2. If someone has moved downrange when the range has not been declared SAFE, immediately call a cease-fire, and call the person back to the firing line.
3. If a shooter is pointing a firearm in an unsafe direction (including the roof), immediately

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of “hot” firing line. Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange. V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3 Modify Appendix B: Miscellaneous training classes 06/12/2020

have them correct the problem. This should be done verbally. Make sure you don't make a bad situation worse by startling the offender.

4. Many unsafe acts take place quickly, and may correct themselves before you have a chance to react to them ("sweeping", for example). Even after such an event, it is still your responsibility to inform the offender of the problem and explain that repetition will result in his removal from the range.
5. A warning should usually be given to unsafe shooters, but, if in your opinion, the offense warrants, you may evict a shooter without a warning. Keep the range safe!
6. Do not argue with shooters. Anyone who refuses to take direction from you, as Range Safety Officer, should be asked to leave the range. If a shooter refuses to leave, call a CEASE-FIRE, make the line SAFE, call the police (911), and explain your situation. All firearms should be encased before the police arrive. Be sure to record the event on a Club Incident Report.

## 6.2 General Pistol Range Rules

All targets must be placed and shot at inside an orange box.

Do not shoot at bowling pins or other targets on the ground, on tops or sides of bunkers.

Also refer to 5.2 General Rifle Range Rules for guidance.

## Rifle and Pistol Range Inspection Checklist

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

**Put a check if OK, a NO if problem noted**

- All Doors/Gates Locked \_\_\_\_\_
- Range flag up \_\_\_\_\_
- Backstop/Impact Area Inspected for condition \_\_\_\_\_
- Target clips in Good Condition \_\_\_\_\_
- Firing Points Clean \_\_\_\_\_
- Shooting Benches/Tables in Working Order \_\_\_\_\_
- Sandbags/Gun Rests on Hand \_\_\_\_\_
- First-Aid Kit Filled/Accessible \_\_\_\_\_
- Range Rules Posted with Copies Available \_\_\_\_\_
- Bulletin Board Hung/Out of Date Material Removed \_\_\_\_\_
- Gun Racks/Storage Tables in Working Order \_\_\_\_\_
- Trash Receptacles Empty \_\_\_\_\_
- Brass and separate Dud Buckets Labeled \_\_\_\_\_
- Inspect outhouse \_\_\_\_\_
- Check Common Toolbox and Tools \_\_\_\_\_
- Staplers, Staples \_\_\_\_\_
- Amount of Targets (at least a 1" stack) \_\_\_\_\_

Comments:

---



---



---



---



---

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of "hot" firing line. Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.  
 V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3  
 Modify Appendix B: Miscellaneous training classes 06/12/2020

## **7.0 STANDARD OPERATING PROCEDURES FOR TRAP**

**7.1** This section is intended to be used as a reference for qualified RSOs. The primary responsibility of the RSO is Safety enforcement.

Safety Rules:

### **7.1.1 OPENING THE TRAP RANGE**

1. Unlock and open door covering trap house. For Safety reasons, always approach the trap houses from the right (South) side.
2. Push open the Trap House door as required to gain access when filling trap machines. Put up orange flag.
3. Check and fill toilet paper supply in outhouse.

### **7.1.2 LOCKING UP THE BUILDING AND SHUTTING DOWN THE FIELDS**

1. Clean up fields and building as required.
2. Load Trap machines, police the area outdoors.
3. Return equipment to storage areas.
4. Release arms from Trap machines, record number from bird counter, turn off machines and lock up buildings.
5. Close roof, stow flag, and dispose of cardboard boxes as required.

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of "hot" firing line. Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.  
V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3 Modify Appendix B: Miscellaneous training classes 06/12/2020

## Shotgun Range Inspection Checklist

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

**Put a check if OK, a NO if problem noted**

Controlled Access/Fencing/Gates Closed \_\_\_\_\_

Flags or Signs Displayed \_\_\_\_\_

Machine Filled/Inspected \_\_\_\_\_

Firing Stations Marked /Clean \_\_\_\_\_

Supplies Available \_\_\_\_\_

First-Aid Kit Filled/Accessible \_\_\_\_\_

Gun Racks Available \_\_\_\_\_

Empty Trash Receptacles Available \_\_\_\_\_

Restroom Clean and Supplied \_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of "hot" firing line. Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.  
V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3 Modify Appendix B: Miscellaneous training classes 06/12/2020



## 7.2 General Trap Range Rules

1. Auto trap thrower used only on league nights
2. Use portable trap thrower at other times
3. Clay targets are thrown North to Northeast towards the trap house
4. Use only shot shells for shooting clay targets. Size 7 ½ or smaller. This reduces the distance traveled.
5. Club members “in order to be good community neighbors” should finish any trap shooting by 7pm on Saturday or Sunday
6. If the field to the east of the range is being farmed, shooting must cease.
7. The target patterning board is for use with birdshot only. No slugs or buckshot. Use these on the rifle or pistol ranges where there are bunkers and berms to stop them.
8. NO LOADED GUNS except on the firing line.
9. SEMI AUTO, PUMP, AND BOLT ACTION SHOTGUNS WILL HAVE ACTIONS OPEN IN GUN RACKS
10. SINGLE/DOUBLE BARREL SHOTGUNS MUST HAVE ACTIONS OPENED WHEN REMOVED FROM GUN RACKS
11. ALL GUNS MUST BE CARRIED WITH THE ACTION OPEN AND CHAMBER EMPTY
12. GUNS MUST NOT BE LOADED UNTIL YOU ARE ON THE STATION AND READY TO SHOOT.
13. REMOVE EMPTY CASES BEFORE STEPPING OFF THE STATION.
14. ACTIONS OPEN BETWEEN SHOOTING STATIONS
15. DONOT MOUNT GUN IN RANGE BUILDING UNLESS DONE SAFELY AND RESPONSIBLY.
16. EYE AND EAR PROTECTION REQUIRED BY ALL PERSONS IN SHOOTING AREAS (BEYOND STOP SIGNS)
17. TARGET LOADS ONLY: SHOTSIZES 7 ½, 8, 8 1/2, 9.
18. TRAP FIELDS: SINGLE LOAD ONLY EXCEPT FOR DOUBLES AND WOBBLE TRAP. (2 MAX)

## 8.0 MUZZLELOADERS STANDARD OPERATING PROCEDURES

This document is designed to serve as a reference for the proper conduct of muzzle loading range operations at the WPRC.

### MUZZLELOADER SAFETY RULES

The following are the general safety rules that are used when muzzleloaders are being used and must be enforced by all Range Safety Officers:

1. Watch the firing line and the loading bench for possible problems.
2. THERE IS NO SMOKING ALLOWED ON THE MUZZLELOADING FIRING LINE OR BY THE LOADING BENCHES. SMOKERS MUST BE AT LEAST 15 FEET

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of “hot” firing line. Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.  
 V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3 Modify Appendix B: Miscellaneous training classes 06/12/2020

FROM THESE AREAS. THE RANGE SAFETY OFFICER WILL ESTABLISH THE SAFE SMOKING AREA.

3. Any well- constructed muzzleloader in safe firing condition is allowed on the WPRC ranges.
4. All muzzleloader loading will be done on a separate bench or table, but they are to remain visibly uncapped (such as the half-cock position, or in the case of flintlocks the pan unprimed with the frizzen open and hammer down) until they are on the firing line and ready to fire. Powder containers are not to be brought up to the firing line.
5. All powder will be loaded from a separate powder measure or from pre-measured charges or pellets. NO LOADING WILL BE DONE FROM THE HORN OR FLASK! Powder containers must be closed except when dispensing powder and at the loading area.
6. Firearms will not be primed or capped until the shooter is on the firing line. Capping and priming must be done at the line. Only small quantities of priming powder are allowed on the firing line.
7. When the firearm is being loaded or carried the muzzle will be pointed up. When the firearm is primed or capped the muzzle WILL NOT be raised above the horizontal and will always be pointed at the backstop.
8. Firearms WILL NOT be handled when the line is cold.
9. Watch out for flintlock or revolver side flash.
10. Treat every firearm as if it is loaded at all times.
11. DO NOT BLOW DOWN THE BARREL AFTER FIRING!
12. If the shooter has a problem they should ask the Range Safety Officer for assistance. Firearms are not to be removed from the line until any miss fires or hang fires have been cleared.

Watch for shooters who are having problems. Assist them as necessary. If you must give them individual help be sure that there is another Range Safety Officer to watch the line or call the line cold.

13. Clearing a misfire

- 1 The safest method is to use a CO2 ball discharger. Keep the muzzle pointed downrange as the CO2 will force the bullet and powder charge out at high enough velocity to cause injury if it should strike someone.
  - 2 If a CO2 ball discharger is not available, the first thing you do is kill the powder charge. This can be done by pouring some water down the barrel and letting it soak in around the ball to foul the powder. Also remove the nipple and pour water in through the remaining hole to further ensure that the powder is fouled (inert).
  - 3 Once you are satisfied that the powder is inert you can pull the breech or use a bullet puller to clear the firearm.
14. REMEMBER-COMMON SENSE AND COURTESY ARE THE BEST SOLUTIONS TO ANY PROBLEM  
YOU WILL DETERMINE IF THE LINE IS HOT OR COLD. ALL MISFIRES AND HANG FIRES MUST BE CLEARED BEFORE YOU CAN CALL THE LINE COLD. YOU WILL NOT CALL THE LINE COLD IF THERE IS A LOADED FIREARM ON THE LINE UNLESS THERE IS AN EMERGENCY!

If there is an emergency all loading should stop and the loaders should mark the last step that they did, such as setting the powder measure on the muzzle, inserting the ram rod into the barrel, etc. and then step away from the firearm.

Any shooter can call cease fire if they see a safety problem.

The Range Safety Officer's word is law.

## **9.0 ARCHERY STANDARD OPERATING PROCEDURES**

1. Unlock and lock the range entrance gate.
2. Sign in.
3. Raise the shooting flag.
4. The archery target is kept in the sign-in building. To make use of it, place it to the north of the parking area and shoot toward the north.
5. When finished, replace the target in the sign-in building and place used targets in the trash.
6. Lower the shooting flag.
7. Sign out.
8. Lock the Range entrance gate when you leave.

## **10.0 CLEAN UP OR MAINTENANCE DAYS**

1. The gate may or may not be locked, depending on tasks.
2. A prominent sign will be posted at the gate stating that the range is closed.
3. A notice of the clean up or maintenance day will be posted on the website.  
[www.waiparkrifleclub.com](http://www.waiparkrifleclub.com)

## **11.0 EMERGENCY STANDARD OPERATING PROCEDURES**

If there is an emergency at the range members are to:

1. Take charge of the situation (evaluate and designate helper)
2. Call for help then Render aid
3. Direct help to the range location

22256 HWY 15  
St. Cloud, MN 56301  
Stearns County

NOTE: This is not a mailing address.

Take notes (write down what happened, to whom and where it happened)

### **Call for help- 911**

Give 911 dispatcher necessary information:

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of "hot" firing line.

Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.

V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3

Modify Appendix B: Miscellaneous training classes 06/12/2020

Location of incident

Your name, what happened

How many people in need of aid & condition of those needing aid

Location of person who will direct help to the scene (station person at Hwy 15 and driveway to the range)

After the incident is resolved, contact the ERO or a board member.

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of “hot” firing line. Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange. V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3 Modify Appendix B: Miscellaneous training classes 06/12/2020

## APPENDIX A: RSO Training

WPRC will follow the standards set by the NRA.

## APPENDIX B: Miscellaneous Training Classes

**Membership:** Instructors must be a member in good standing for a minimum of one year prior to scheduling a class.

**Credentials:** To instruct at our range the instructor must be a certified instructor from an entity recognized by the state of Minnesota and also recognized by the range, with the credits on record with the Board of Directors.

**Insurance:** Each year the instructor must be a member of the range, and document with the board a \$1,000,000 liability insurance policy.

**Scheduling:** The WPRC training officer in charge needs to be notified 2 weeks in advance of the proposed class dates to avoid any scheduling conflicts, and have sufficient time to put the dates and times on the website.

**Frequency:** No more than one class per instructor per month. No more than a total of 2 classes per month, inclusive of all instructors, at the range. No classes will be scheduled in the month of October.

**Duration:** No more than 2 hours of range time.

**Supervision:** WPRC board members and/or RSOs may observe to ensure SOP procedures and safety procedures are followed.

**Exceptions:** Specific, non-precedent setting, exceptions may be made by the board.

## APPENDIX C: LEAGUES

### Description of WPRC Leagues 1/14/10

#### Smallbore rifle silhouette

.22 LR rim fire targets are metal, knock them over = hit

Benchrest or standing unsupported, your choice

25 yards chickens

50 yards pigs

75 yards turkeys

100 yards rams

#### Smallbore pistol silhouette (Run simultaneously with action shoot)

22 LR rim fire targets are metal, knock them over = hit

Standing unsupported

25 yards chickens

50 yards pigs

75 yards turkeys

100 yards rams

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of "hot" firing line.

Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.

V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3

Modify Appendix B: Miscellaneous training classes 06/12/2020

### And Action Shoot

22 LR rim fire targets are metal, knock them over = hit  
 Standing unsupported. At least one magazine change. Unlimited rounds. Score = time.  
 7 yards metal Bowling pins  
 10 yards metal “poppers”

### Big Bore Action Shoot

9MM or 38 special minimum, no magnum loads  
 25 to 30 rounds. Ranges from 7 to 15 yards  
 Combination of paper, bowling pins and metal targets  
 Course varies.

### Trap League

### Pistol Bulls eye Match

22 LR rim fire, standing, unsupported, two hands or one hand depending on course of fire  
 Bulls eye targets at 50 feet also 25 feet

### Vintage Military Rifle Match

A chance to shoot older military type rifles and carbines.  
 50 rounds at 100 yards  
 SR-1 target  
 Benchrest, Prone, Sitting/Kneeling, Standing  
 Timed and slow fire with generous time limits

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of “hot” firing line.  
 Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.  
 V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3  
 Modify Appendix B: Miscellaneous training classes 06/12/2020

## Smallbore Rifle Silhouette Match

### THERE IS NO ENTRY FEE

**RIFLES:** Any .22lr chambered rifle with a barrel length of 24 inches or less. Adjustable buttplates and cheekpieces are not allowed. Hand stops are not allowed, slings are not allowed. Any sighting system is allowed except one which projects a beam of light onto the target. All safety devices must be functional.

**AMMUNITION:** Any safe .22lr ammo designed for the rifle being used.

**EQUIPMENT:** Shooting jackets, shooting gloves and shooting boots are not allowed. Only sandbags can be used when benchrest shooting.

**TARGETS:** Steel knockdown targets are used for each stage of fire. Chickens at 25 yards, Pigs are 50 yards, Turkeys at 75 yards and Rams at 100 yards. A target must be knocked down to be scored as a hit. Forty (40) total targets per match.

**COURSE OF FIRE:** The matches may be shot in the standing unsupported position or the benchrest position using sandbags. All matches throughout the season will be shot from the same position chosen by the shooter at the beginning of the first match. Each shooter will engage each target with one round only-forty (40) rounds total. There will be a three (3) minute preparation period before each stage of fire.

Untimed fire. 25 yards. Ten (10) rounds only for score fired at ten (10) chicken knockdown targets.

Untimed fire. 50 yards. Ten (10) rounds only for score fired at ten (10) pig knockdown targets.

Untimed fire. 75 yards. Ten (10) rounds only for score fired at ten (10) turkey knockdown targets.

Untimed fire. 100 yards. Ten (10) rounds only for score fired at ten (10) ram knockdown targets.

Each stage will be fired at a different firing point designated by the range safety officer. Shooters will move from firing point to firing point at the direction of the range officer while observing range safety rules. Each target that is knocked down will be scored as one (1) point. Total points possible are forty (40) for each match.

**GENERAL RULES:** SAFETY is our #1 priority – please remember and follow the three gun safety rules.  
**ALWAYS KEEP THE GUN POINTED IN A SAFE DIRECTION** toward the safety berm  
**ALWAYS KEEP YOUR FINGER OFF THE TRIGGER UNTIL READY TO FIRE.**  
**ALWAYS KEEP THE GUN UNLOADED UNTIL READY TO FIRE.**

Eye and hearing protection must be used by all persons on the range during live fire.

All rifles will be kept cased until brought to the firing line and the firing line is declared HOT.

Shooters will insure rifles are in safe condition when not firing.

Action open, safety one, chamber empty, magazine empty or removed.

Everyone is expected to follow the directions of the range safety officer.

**Persistent unsafe gun handling or disruptive behavior will be cause for disqualification.**

All shooters concerns regarding the league can be addressed at the matches – any changes in procedure will be made by a consensus of the shooters. General safety rules cannot be changed.

Watch for announcements on the Waite Park Rifle Club website [www.waiteparkrifleclub.com](http://www.waiteparkrifleclub.com)

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of “hot” firing line.

Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.

V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3

Modify Appendix B: Miscellaneous training classes 06/12/2020

## Smallbore Rifle Silhouette Range Commands

**This course of fire is conducted with up to eight shooters on the firing line at a time, one shooter at each firing point.**

**All targets should be set up prior to calling the first relay of shooters to the firing line.**

**The range is HOT.** Shooters to the line. One shooter at each firing point. Place your rifles in safe condition.

**When rifles are verified in safe condition:**

There will be a three minute preparation period before each stage of fire. You must decide which position you will use to shoot the course, either standing unsupported or bench rest – sandbag use only.

You must use this position throughout the league season.

Your preparation period begins now.

**After three minutes: Stage 1**

Your preparation period has ended. This is the first stage of fire. Untimed. Shooter will engage the ten targets in front of them with ten rounds only.

You may load. Give shooters time to load.

Is the line loaded? The line is loaded. Ready on the right? Ready on the left? Ready on the firing line. Commence firing.

**When firing has ended:**

Cease firing. Place your rifles in safe condition. **The range is COLD.**

**When rifles are verified in safe condition:**

Shooters may go forward to score and reset targets.

**When targets are reset and shooters have returned to the firing line:**

Shooters will move to the firing point to your right. Muzzles pointed up, above your head.

**When the move is complete:**

**The range is HOT!** Your preparation period begins now.

**After three minutes: Stage 2**

Your preparation period has ended. This is the second stage of fire. Untimed. Shooter will engage the ten targets in front of them with ten rounds only.

You may load. Give shooters time to load.

Is the line loaded? The line is loaded. Ready on the right? Ready on the left? Ready on the firing line. Commence firing.

**When firing has ended:**

Cease firing. Place your rifles in safe condition.

**When rifles are verified in safe condition:**

**The range is COLD.** Shooters may go forward to score and reset targets.

**When targets are reset and shooters have returned to the firing line:**

Shooters will move to the firing point to your right. Muzzles pointed up, above your head.

**When the move is complete:**

**The range is HOT!** Your preparation period begins now.

**After three minutes; Stage 3**

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of “hot” firing line.

Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.

V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3

Modify Appendix B: Miscellaneous training classes 06/12/2020



Your preparation period has ended. This is the third stage of fire. Untimed. Shooter will engage the ten targets in front of them with ten rounds only.

You may load. Give shooters time to load.

Is the line loaded? The line is loaded. Ready on the right? Ready on the left? Ready on the firing line  
Commence firing.

**When firing has ended:**

Cease firing. Place your rifles in safe condition.

**When rifles are verified in safe condition:**

**The range is COLD.** Shooters may go forward to score and reset targets.

**When targets are reset and shooters have returned to the firing line:**

Shooters will move to the firing point to your right. Muzzles pointed up, above your head.

**When the move is complete:**

**The range is HOT!** Your preparation period begins now.

**After three minutes: Stage 4**

Your preparation period has ended. This is the fourth and last stage of fire. Untimed. Shooter will engage the ten targets in front of them with ten rounds only.

You may load. Give shooters time to load.

Is the line loaded? The line is loaded. Ready on the right? Ready on the left? Ready on the firing line.  
Commence firing.

**When firing has ended:**

Cease firing. Place your rifles in safe condition.

**When rifles are verified in safe condition:**

**The range is COLD.** Shooters may go forward to score and reset targets.

**When targets are reset and shooters have returned to the firing line:**

Shooters will case their rifle and remove their equipment from the firing line.

Make sure the range safety officers have recorded your scores.

## Vintage Military Rifle Match

**THESE ARE FUN MATCHES OPEN TO ALL MEMBERS.**  
**BOLT ACTION RIFLE SHOOTERS WILL BE COMPLETELY COMPETITIVE WITH THE SEMI-AUTO SHOOTERS BECAUSE OF THE GENEROUS TIME LIMITS.**

### **THERE IS NO ENTRY FEE**

#### COURSE OF FIRE:

STAGE ONE: Slow Fire. Up to five (5) rounds for sighting (on a separate target) and ten (10) rounds for score will be fired from the bench rest position. Only sandbags can be used for support. Use of a sling is NOT allowed. Time limit is fifteen (15) minutes using the NRA SR-1 target.

STAGE TWO: Slow Fire. Ten (10) rounds for score will be fired from the prone position. Use of a sling is allowed. Time limit is ten (10) minutes using the NRA SR-1 target.

STAGE THREE: Rapid Fire. Ten (10) rounds for score fired from the prone position. Sling use is allowed. Time limit is two (2) minutes. All rifle shooters must shoot rifle empty and perform a reload during this stage using the NRA SR-1 target.

STAGE FOUR: Slow Fire. Ten (10) rounds for score fired from the standing position. Sling use is NOT allowed. Time limit is ten (10) minutes using the NRA SR-1 target.

STAGE FIRE: Slow Fire. Ten (10) rounds for score fired from the kneeling/sitting position. Sling use is allowed. Time limit is five (5) minutes using the NRA SR-1 target.

Total scored rounds is fifty (50). Total points possible are 500. Ties will be broken by x-ring hits. All firing will be at 100 yards using the NRA SR-1 target.

**NO ALIBIS OR RESHOOTS WILL BE ALLOWED FOR RIFLE OR AMMUNITION MALFUNCTIONS.**

#### TYPICAL RIFLES:

Military issued rifles in ISSUE CONFIGURATION. No barrels longer than issue length. No "Bull Barrels" allowed. Some examples are – M1 Garand, M1C, M1D, M1 Carbine, Springfield M1903 and 1903 A3, 1903 A4, M1917, Enfields, Mausers, FALs, Johnsons, M1A, SKS, AKs, Mosin Nagant, AR15, Galil etc... All safety devices must be functional. **RIFLES ARE SUBJECT TO INSPECTION BY RANGE SAFETY OFFICER**

#### EQUIPMENT:

AMMUNITION: Any safe ammunition designed for the rifle being used. Bring at least fifty- five rounds of ammunition. Bring more – we may have time for a second string of fire.

SIGHTS: As issued for your particular rifle. If enough optical sighted rifle shooters show up we may create a second category for them. Use of sight black is ok.

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of "hot" firing line. Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange. V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3 Modify Appendix B: Miscellaneous training classes 06/12/2020

SLINGS: General military issue for your rifle-not to exceed 1.25 inches wide – no mechanical keepers.

BIPODS: Bipod use is NOT allowed unless needed due to a shooter's physical condition.

SPOTTING SCOPE: Spotting scopes are allowed and very helpful. Please bring yours and spot shots for a shooter who doesn't have one.

SHOOTING MAT: Bring a mat, blanket or small rug to use while shooting in the prone and sitting/kneeling position and to ground your rifle on between shooting stages.

SAND BAGS: Only sand bags will be used to support rifles during the bench rest firing stage. Support of the forearm and butt stock is allowed. Please bring yours if you have them so we don't run short.

SHOOTING COATS AND GLOVES: Shooting coats and gloves are NOT allowed. Regular jackets and regular unpadded gloves can be used.

#### GENERAL RULES:

**SAFETY: SAFETY IS OUR #1 PRIORITY.** Every phase of this match will be conducted in a manner keeping EVERYONE SAFE. Persistent unsafe gun handling or disruptive behavior will be cause for disqualification.

**EYE AND EAR PROTECTION:** Everyone in the range area is required to use eye and ear protection and must provide their own protection – SHOOTER AND SPECTATOR.

**RIFLES:** Rifles will remain cased until they are brought to the firing line and the firing line is declared "HOT"

**EMPTY CHAMBER INDICATORS:** Empty chamber indicators will be used by all shooters as directed by range safety officer. They will be supplied to the shooters on the firing line.

**SAFE CONDITION:** When not firing, shooters will place their rifle in safe condition which consists of:

Safety engaged

Magazine removed or emptied

Action open, bolt locked open

Chamber empty

Empty chamber indicator inserted into the chamber

Muzzle pointed downrange toward the impact safety bunker

Rifle grounded or benched

#### SUGGESTIONS:

Bring plenty of water

Wear a hat to shade your eyes

Wear pants and a long sleeve shirt while firing

Bring plenty of ammo- reshoots may be necessary

Use sight black if it is a sunny day

Share your rifle and ammo. Give someone else a change at the fun.

**COACHING:** Coaching is allowed and encouraged. Help each other out and spot shots for each other.

Coaches cannot touch the shooter while firing and must stay behind the shooter.

This match will be conducted by NRA certified range safety officers who are Waite Park Rifle Club members.

Watch for announcements on the Waite Park Rifle Club website [www.waiteparkrifleclub.com](http://www.waiteparkrifleclub.com).

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of "hot" firing line.

Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.

V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3

Modify Appendix B: Miscellaneous training classes 06/12/2020

## Vintage Military Rifle Match Range Commands

**The following sequence of commands is not intended as a guide; rather it is a fixed set of words and events to be used by the Range Safety Officers conducting the match. The sighting, stage 1 and stage 2 targets should be set up prior to calling the first relay.**

**Stage 1 Sighting and Benchrest Slow Fire: The range is HOT.** Relay number ( ) to the firing line. This is the slow fire benchrest stage of the course. 5 sighting rounds and ten rounds for record, slow fire from sandbag.

Total time is fifteen (15) minutes.

Your three minute preparation period begins now.

### **After three minutes**

Your preparation period has ended.

Sighting rounds are placed on the far left target; ten rounds for record are fired on the center target.

Load.

Is the line loaded? The line is loaded! Ready on the right? Ready on the left? All ready on the firing line!

You may commence firing.

### **After fifteen minutes**

Cease fire! Clear your weapons.

Please install your open bolt indicator and place your rifle safety on.

Range safety officers; inspect all rifles for safe condition. Is the line safe? The line is (not) safe.

**Stage 2 Prone Slow Fire: The range is HOT.** This is the prone slow fire stage of the course. Ten rounds for record are fired on the far right target, the use of a sling is allowed. Total time is ten minutes.

Your three minute preparation period begins now.

### **After three minutes**

Your preparation period has ended.

Load.

Is the line loaded? The line is loaded! Ready on the right? Ready on the left? All ready on the firing line!

You may commence firing.

### **After ten minutes**

Cease fire! Clear your weapons.

Please install your open bolt indicator and place your rifle safety on.

Range safety officers; inspect all rifles for safe condition. Is the line safe? The line is (not) safe.

You may move forward to score the center and right targets only and change all three targets.

**After scoring, target change and shooters have returned to the firing line:**

**Stage 3 Prone Rapid Fire: The range is HOT.** This is the rapid fire prone stage of the course. Ten rounds for record fired on the left target, rapid fire. Prone position. A reload is mandatory. Time limit is 2 minutes.

The use of a sling is allowed.

Your three minute preparation period begins now.

### **After three minutes**

Your preparation period has ended.

With two or five rounds load.

Is the line loaded? The line is loaded! Ready on the right? Ready on the left? All ready on the firing line!

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of "hot" firing line.

Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.

V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3

Modify Appendix B: Miscellaneous training classes 06/12/2020

You may commence firing.

**After two minutes**

Cease fire! Clear your weapons.

Please install your open bolt indicator and place your rifle safety on.

Range safety officers: inspect all rifles for safe condition. Is the line safe? The line is (not) safe.

**Stage 4 Sitting/Kneeling Timed Fire: The range is HOT.** This is the sitting/kneeling timed fire stage of the course. Ten rounds are fired for record on the center target, timed fire, sitting/kneeling position. Time limit is five minutes. A reload is mandatory. The use of a sling is allowed.

Your three minute preparation period begins now.

**After three minutes**

Your preparation period has ended.

With two or five rounds load.

Is the line loaded? The line is loaded! Ready on the right? Ready on the left? All ready on the firing line!

You may commence firing.

**After five minutes**

Cease fire! Clear your weapons.

Please install your open bolt indicator and place your rifle safety on.

Range safety officers; inspect all rifles for safe condition. Is the line safe? The line is (not) safe.

**Stage 5 Standing Slow Fire: The range is HOT.** This is the standing slow fire stage of the course. Ten rounds are fired for record on the right target. Slow fire. Standing- unsupported position. The use of a sling is not allowed.

Time limit is ten minutes.

Your three minute preparation period begins now.

**After three minutes**

Your preparation period has ended.

Load.

Is the line loaded? The line is loaded! Ready on the right? Ready on the left? All ready on the firing line!

You may commence firing.

**After ten minutes**

Cease fire! Clear your weapons.

Please install your open bolt indicator and place your rifle safety on.

Range safety officers; inspect all rifles for safe condition. Is the line safe? The line is (not) safe.

You may move forward to score all three targets and change all three targets – (SR-21).

**After scoring, target change and shooters have returned to the firing line:**

You may remove the open bolt indicators and case your weapon. Move forward to police your brass and remove your equipment from the firing line. Please turn in your score sheets.

## NRA Sanctioned Smallbore Rifle 4 Position Qualification Course

**This course is open to all Waite Park Rifle Club members.**

It is an opportunity for members to acquire rifle marksmanship skills while firing in different positions. Shooters can work through increasingly difficult skill levels and receive awards through the NRA (at shooters expense) for each level the shooter completes.

**This is not a competition but a skills building course of fire which is fired at the shooters own pace.**

The course will be conducted by a NRA certified range safety officer who is also a club member.

**THERE IS NO ENTRY FEE**

### **COURSE OF FIRE:**

The course of fire is stipulated by the NRA and published in the NRA Marksmanship Qualification Program Book- seventh edition December 2008 #EQ09525. A copy accompanies this course description.

All stages of fire are un-timed and fired at the shooters own pace.

All firing will be done at the established firing line of the rifle or pistol range at the NRA A-23 target from a distance of fifty (50) yards. The first five skill levels and the nine bar levels require a minimum of fifty (50) rounds each. The distinguished expert level requires a minimum of eighty (80) rounds.

This course of fire is subject to Waite Park Rifle Club Standard Operating Procedures.

In all cases – scores fired for qualification must be applied to the rating which the shooter is currently working on. Scores may not be held and used for higher ratings. Each skill level requires that a shooter achieve a score a particular number of times to complete the level. However, they do not have to be fired consecutively or in the same session. Most skill level firing is done on the honor system, but the distinguished expert rating must be verified by a witness who is a NRA member with a current id number.

Alibis are allowed.

Coaching is allowed: but the coach must stay behind the shooter during live fire.

### **EQUIPMENT:**

**RIFLE:** Any safe rifle chambered for .22 rimfire or .17 HMR may be used. All rifle safety devices must be functional. Be sure the rifle is in safe functional condition.

**AMMUNITION:** Any safe .22 rimfire (short, long, long rifle) or .17 HMR. Be certain that the ammunition used is designed for the rifle in use.

**SIGHTS:** Telescopic sights are not allowed.

**GEAR:** Shooting coats, hats, gloves and shooting mats are allowed (small rugs, blankets also).

Sling use is allowed. Artificial supports such as bipods or sandbags etc. are not allowed unless a shooters physical condition requires artificial support.

Spotting scopes are allowed

**ALL EQUIPMENT IS SUBJECT TO INSPECTION BY THE RANGE SAFETY OFFICER.**

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of “hot” firing line.

Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.

V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3

Modify Appendix B: Miscellaneous training classes 06/12/2020

**SAFETY PROCEDURES:**

**The safety of everyone is the primary responsibility of the range safety officer. For this reason, everyone is expected to follow the basic range rules and the range commands of the range safety officer.**

Any questions regarding safety or the course of fire can be directed to the range safety officer during the safety briefing.

All people in the range area are required to wear eye protection and hearing protection.

Rifles will remain cased until brought to the firing line and the firing line is declared **“HOT”**.

When un-cased, shooters will place their rifles in **“SAFE CONDITION”** which consists of the following criteria.

SAFETY ENGAGED

ACTION OPEN

MAGAZINE REMOVED OR EMPTIED

CHAMBER EMPTY

EMPTY CHAMBER INDICATOR INSERTED- provided by the range safety officer.

MUZZLE POINTED DOWNRANGE- towards the safety impact bunker.

RIFLE GROUNDED OR BENCHED

When a shooter finishes a stage of fire, the shooter must place the rifle in **“SAFE CONDITION”**.

**Please remember the three NRA basic safety rules:**

**ALWAYS keep the gun pointed in a safe direction- downrange at the safety impact bunker.**

**ALWAYS keep your finger off the trigger until ready to fire.**

**ALWAYS keep the gun unloaded until ready to use.**

**PERSISTENT UNSAFE GUN HANDLING OR DISRUPTIVE BEHAVIOR WILL BE CAUSE FOR DISQUALIFICATION.**

## NRA Sanctioned Smallbore Rifle 4 Position Qualification Course Commands

This course of fire will be conducted by NRA certified Range Safety Officer(s) who are also Waite Park Rifle Club members. It will be shot on the rifle range using the established firing line. The NRA A-23 target will be used and placed in the fifty (50) safety impact bunker. All stages of fire are shot at a distance of fifty (50) yards.

The pistol range is a suitable alternative or can be used in addition to the rifle range if another RSO is present. Because of rifle range restrictions, four shooters may fire at one time. All stages (skill levels) of fire are procedurally the same. All firing is un-timed and the levels are accomplished at the individual shooters own pace.

The first four skill levels can be fired from any of the four approved positions, so it's conceivable all shooters are firing from different positions. The RSO must stay observant and stress muzzle control.

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of “hot” firing line.

Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.

V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3 Modify Appendix B: Miscellaneous training classes 06/12/2020

PRIOR TO CALLING THE FIRST RELAY OF SHOOTERS TO THE FIRING LINE:

Set up four sets of four NRA A-23 targets in the fifty yard safety impact bunker.

**The range is hot-** shooters to the firing line. Uncase your rifle and place it in safe condition.

WHEN RIFLES ARE VERIFIED IN SAFE CONDITION- your three minute preparation period begins now.

AFTER THREE MINUTES- your preparation period has ended. Shooters will engage each of the ten bullseyes with five rounds for score from your selected position or the position dictated by the course description. Total rounds to be scored are fifty (50). **Shooters may load-** give the shooters time to load. **Is the line loaded? The line is loaded. Ready on the right? Ready on the left? Ready on the firing line. Commence firing.**

WHEN FIRING HAS ENDED- **Cease fire, are there any alibis?** Place your rifle in safe condition.

WHEN RIFLES ARE VERIFIED IN SAFE CONDITION- **The range is cold.** Shooters go forward to collect your targets and staple up clean targets. Be certain to record your name, date and skill level you are shooting for on each target.

AFTER TARGET SET UP AND SHOOTERS HAVE RETURNED TO THE LINE – **The range is hot.** This concludes the stage of fire. You can remove the empty chamber indicator and case your rifle. Please remove your equipment from the firing line. Score your targets and record the score on you score sheet.

AT THIS POINT – you can call the next relay of shooters to the line.



## AR-15 Rifle Match

**This is a fun match open to all Waite Park Rifle Club members.  
THERE IS NO ENTRY FEE**

### COURSE OF FIRE:

STAGE ONE: Slow Fire. Up to fire (5) rounds for sighting – five (5) minutes (on a separate target) and ten (10) rounds for score will be fired from the bench rest position. Only sandbags can be used for support. Use of a sling is NOT allowed. Time limit is five (5) minutes. SR1 target – 100 points possible.

STAGE TWO: Slow Fire. Ten (10) rounds for score will be fired from the prone position. Use of a sling is allowed. Time limit is five (5) minutes. SR-1 target – 100 points possible.

STAGE THREE: Rapid Fire. Ten (10) rounds for score fired from the prone position. Sling use is allowed. Time limit is one (1) minute. All rifle shooters must shoot rifle dry and perform a reload during this stage. SR1 target – 100 points possible.

STAGE FOUR: Rapid Fire. Ten (10) rounds for score fired from the standing position. Sling use is NOT allowed. Time limit is one (1) minute. 2 x grapefruit target – 10” (hit = 10 miss = 0) 100 points possible.

STAGE FIVE: Rapid Fire. Ten (10) rounds for score fired from the kneeling/sitting position. Sling use is allowed. Time limit is (1) minute. Bowling pins are target (hit = 10 miss = 0) 100 points possible.

Total scored rounds is fifty (50). Total points possible are 500. Ties will be broken by x-rings hits.

All stages of fire are shot at 100 yards using the NRA SR-1 targets, bowling pins and grapefruit targets. All firing will be done from the established firing line.

**NO ALIBIS OR RESHOOTS WILL BE ALLOWED FOR AMMUNITION OR RIFLE MALFUNCTIONS.**

There will be a three (3) minute preparation period before each stage of the course. Use this time to load magazines, adjust the sling, and take your position and/or dry fire. **BE ABSOLUTELY SURE YOU DO NOT INSERT A MAGAZINE OR CHAMBER A ROUND DURING THE PREPERATION PERIOD.**

### GENERAL SAFETY RULES:

**Everyone is expected to follow the instructions of the range safety officer.** Eye and hearing protection will be required of all persons on the range. Rifles will remain cased until brought to the firing line and the firing line is declared “HOT”. When uncased, shooters will put their firearm in safe condition which consists of the following criteria.

SAFETY ENGAGED

ACTION OPEN, BOLT LOCKED OPEN

MAGAZINE REMOVED OR EMPTIED

CHAMBER EMPTY

EMPTY CHAMBER INDICATOR INSERTED – provided by range safety officer

MUZZLE POINTED DOWNRANGE -toward the impact safety bunker

RIFLE GROUNDED OR BENCHED

Shooters are expected to place their rifles in safe condition when they finish each stage of fire.

**Safety is our #1 priority-Please follow the three basic gun safety rules.**

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of “hot” firing line.

Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.

V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3

Modify Appendix B: Miscellaneous training classes 06/12/2020

**ALWAYS** KEEP THE GUN POINTED IN A SAFE DIRECTION. Downrange or up above your head.  
**ALWAYS** KEEP YOUR FINGER OFF THE TRIGGER UNTIL READY TO SHOOT.  
**ALWAYS** KEEP THE GUN UNLOADED UNTIL READY TO USE.

**PERSISTENT UNSAFE GUN HANDLING OR DISRUPTIVE BEHAVIOR WILL BE CAUSE FOR DISQUALIFICATION.**

**TYPICAL RIFLES:** Semi-automatic AR15 configuration such as A1, A2, A4, etc. with a barrel length not exceeding 24 inches. Service rifles, target rifles in .223, 5.56mm, 308 calibers, etc. All safety devices must be functional.

**EQUIPMENT:**

**AMMUNITION:** Any safe ammunition designed for the rifle being used. Bring at least fifty five rounds of ammunition. Bring more - we may have to reshoot a stage of fire.

**SIGHTS:** Any sight is allowed except those which project a beam of light onto the target. Use of sight black is ok.

**SLINGS:** Sling use is allowed except during the bench rest stage of fire. They may not exceed 1.25 inches wide-no mechanical keepers.

**BIPODS:** Bipod use is NOT allowed unless needed by a physically challenged shooter.

**SPOTTING SCOPE:** Spotting scopes are allowed and very helpful. Please bring yours and spot shots for a shooter who doesn't have one.

**SHOOTING MAT:** Bring a mat, blanket or small rug to use while shooting in the prone and sitting/kneeling position and to ground your rifle on between shooting stages.

**SAND BAGS:** Only sand bags will be used to support rifles during the bench rest firing stage. Support of the forearm and butt stock is allowed. Please bring yours if you have them so we don't run short.

**SHOOTING COATS AND GLOVES:** Shooting coats and gloves are NOT allowed. Regular jackets, sweatshirts and regular unpadded gloves can be used.

**ALL RIFLES AND EQUIPMENT ARE SUBJECT TO INSPECTION BY RANGE SAFETY OFFICER**

**COACHING:** Coaching is allowed and encouraged. Help each other out and spot shots for each other. Coaches cannot touch the shooter while firing and must stay behind the shooter during live fire.

**SUGGESTIONS:**

Bring plenty of water

Wear a hat to shade your eyes

Wear pants and a long sleeve shirt while firing

Bring plenty of ammo

Use sight black if it is a sunny day

Share your rifle and ammo, give someone else a chance at the fun

This match will be conducted by NRA certified range safety officers who are Waite Park Rifle Club members.

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of "hot" firing line.

Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.

V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3

Modify Appendix B: Miscellaneous training classes 06/12/2020

## AR-15 Rifle Match Range Commands

**After the safety briefing, call the first relay to the firing line.  
Sighting, stage 1 and stage 2 targets for the first relay should be set up at the 100 yard line.**

### **The range is "HOT".**

Relay (#) move up to the firing line and put your rifles in safe condition.

### **When rifles are verified in safe condition:**

Your three minute preparation period begins now.

### **After three minutes:**

Your preparation period has ended. You will have five minutes for unlimited sighting shots from the bench at the far left target – no shots on this target will be scored.

You may load – give shooters time to load.

Is the line loaded? The line is loaded! Ready on the left! Ready on the right! Ready on the firing line!

Commence firing.

### **After five minutes:**

Cease fire: Place your rifle in safe condition.

### **STAGE 1**

This stage will be ten rounds fired for record from the bench position at the center 100 yard target. Time limit is five minutes.

With ten rounds load – Give shooters time to load.

Is the line loaded? The line is loaded! Ready on the left! Ready on the right! Ready on the firing line!

Commence firing.

### **After five minutes:**

Cease fire: Place your rifle in safe condition.

### **When rifles are verified in safe condition:**

### **STAGE 2**

Your three minute preparation period for the 100 yard prone slow fire stage begins now.

### **After three minutes:**

Your preparation period has ended.

This stage will be ten shots for record fired from the prone position at the far right 100 yard target in five minutes.

With ten rounds load – Give the shooters time to load.

Is the line loaded? The line is loaded! Ready on the left! Ready on the right! Ready on the firing line!

Commence firing.

### **After five minutes:**

Cease fire: Place your rifle in safe condition.

### **When rifles are verified in safe condition:**

### **The range is "COLD"**

You can go forward to score the center target for stage 1 and the left target for stage 2.

You will also set up a SR-21 target for stage 3.

### **After target set up and the shooters have returned to the line:**

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of "hot" firing line.

Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.

V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3

Modify Appendix B: Miscellaneous training classes 06/12/2020

**The range is “HOT”.**

### **STAGE 3**

Your three minute preparation period for the 100 yard prone rapid fire stage begins now.

#### **After three minutes:**

Your preparation period has ended.

This stage will be ten shots for record fired from the prone position at the far left 100 yard target in one minute.

With ten rounds load – Give the shooters time to load.

Is the line loaded? The line is loaded! Ready on the left! Ready on the right! Ready on the firing line!

Commence firing.

#### **After one minute:**

Cease fire: put your rifle in safe condition

**When rifles are verified in safe condition:**

**The range is “COLD”.**

You can go forward to score the target.

You will also set up ten grapefruit targets for stage four.

**After target set up and the shooters have returned to the line:**

**The range is “HOT”.**

### **STAGE 4**

Your three minute preparation period for the 100 yard standing rapid fire stage begins now.

#### **After three minutes:**

Your preparation period has ended.

This stage will be ten shots for record fired from the standing position at the 100 yard targets in one minute.

With ten rounds load – Give the shooters time to load.

Is the line loaded? The line is loaded! Ready on the left! Ready on the right! Ready on the firing line!

Commence firing.

#### **After one minute:**

Cease fire: put your rifle in safe condition.

**When rifles are verified in safe condition:**

**The range is “COLD”.**

You can go forward to score the targets.

You will also set up ten bowling pin targets for stage four.

**After target set up and the shooters have returned to the line:**

**The range is “HOT”.**

### **STAGE 5**

Your three minute preparation period for the 100 yard sitting/kneeling rapid fire stage begins now.

#### **After three minutes:**

Your preparation period has ended.

This stage will be ten shots for record fired from the sitting/kneeling position at the 100 yard targets in one minute.

With ten rounds load – Give the shooters time to load.

Is the line loaded? The line is loaded! Ready on the left! Ready on the right! Ready on the firing line!

Commence firing.

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of “hot” firing line.

Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.

V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3

Modify Appendix B: Miscellaneous training classes 06/12/2020

**After one minute:**

Cease fire: put your rifle in safe condition.

**When rifles are verified in safe condition:****The range is “COLD”.**

You can go forward to score the targets.

You will also set up three targets for the next relay.

**After target set up and shooters have returned to the line:**

The course of fire is concluded.

You can now remove the empty chamber indicator and case your rifle. Remove your equipment from the firing line and turn in your score sheet.

## Family Fun Shoot Match

**THIS MATCH IS NEW SHOOTER FRIENDLY  
WE HOPE YOUNG PEOPLE ESPECIALLY KIDS AND GRANDKIDS WILL COME  
OUT AND SHOOT. THEY ARE THE FUTURE OF OUR SPORT.**

### **THERE IS NO ENTRY FEE**

**OBJECTIVE:** A team event designed to introduce club members and their family to shooting challenges and a relaxed form of competition. Two (2) family members will make up a team.

**RIFLES:** All common types of .22 long rifle caliber rimfire rifles with standard factory stocks are allowed. The stock may have a fixed sling swivel, but cannot have an accessory rail nor adjustable buttplate or adjustable cheekpiece. The rifle trigger must have at least a three (3) pound pull. All rifle safety devices must be functional.

**ALL RIFLES ARE SUBJECT TO INSPECTION BY THE RANGE SAFETY OFFICERS.**

**SIGHTS:** Telescopic, aperture, electronic or open sights may be used. Sights which project a beam of light onto a target cannot be used. Shooters using telescopic, aperture or electronic sights will shoot in "T" class. Shooters using open sights will shoot in "O" class.

**AMMUNITION:** Any .22 long rifle caliber ammo of good quality may be used. Be sure your rifle and ammo are compatible.

**EQUIPMENT:** Leather or web slings no wider than 1.25" may be used for all stages of fire. Shooting jackets, gloves, boots and shooting trousers are not allowed. Regular or work gloves without padding are allowed. Ordinary boots are permitted. Sweatshirts or regular jackets can be used. Empty chamber indicators will be issued to all shooters at the firing line.

**ALL EQUIPMENT IS SUBJECT TO INSPECTION BY THE RANGE SAFETY OFFICERS.**

**SAFETY PROCEDURES:** The safety of everyone is the primary concern of the range safety officers.

**Everyone is expected to follow the instructions of the range safety officers.** Eye and hearing protection will be required of all persons on the range. Rifles will remain cased until brought to the firing line and the firing line is declared HOT. When uncased, shooters will put their firearm in safe condition which consists of the following criteria.

**SAFETY ENGAGED**

**ACTION OPEN**

**MAGAZINE REMOVED OR EMPTIED**

**CHAMBER EMPTY**

**EMPTY CHAMBER INDICATOR INSERTED** – provided by range safety officer.

**MUZZLE POINTED DOWNRANGE** – towards impact safety bunker

**RIFLE GROUNDED OR BENCHED**

Shooters are expected to place their rifles in safe condition when they finish each stage of fire.

Please follow the three basic gun safety rules.

**ALWAYS KEEP THE GUN POINTED IN A SAFE DIRECTION** towards impact safety bunker.

**ALWAYS KEEP YOUR FINGER OFF THE TRIGGER UNTIL READY TO SHOOT**

**ALWAYS KEEP THE GUN UNLOADED UNTIL READY TO USE.**

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of "hot" firing line.

Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.

V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3

Modify Appendix B: Miscellaneous training classes 06/12/2020

**PERSISTENT UNSAFE GUN HANDLING OR DISRUPTIVE BEHAVIOR WILL BE CAUSE FOR DISQUALIFICATION.**

COURSE OF FIRE:

SIGHTING STAGE: Unlimited shots from any position, 50 yard range, a rest or support are allowed. Use of a spotting scope is ok. Ten (10) minute time limit. Coaching is allowed throughout the match and is very useful to developing good shooting habits.

STAGE ONE: 50 yards, ten (10) rounds for record, fired from the prone position five (5) minute time limit. **Sling use is allowed.**

STAGE TWO: 50 yards, two series of five (5) rounds for record, one (1) minute time limit per five shot series. Fired from the prone position. **Sling use is allowed.**

STAGE THREE: 50 yards. Ten (10) rounds for record. Five (5) minute time limit. Fired from the sitting/kneeling position. **Sling use is allowed.**

STAGE FOUR: 50 yards, two series of five (5) rounds for record. One (1) minute time limit per five round series. Fired from the sitting/kneeling position. **Sling use is allowed.**

STAGE FIVE: 25 yards, ten (10) rounds for record, five (5) minute time limit. Fired from the standing positions. **Sling use is allowed.**

STAGE SIX: 25 yards, two (2) series of five (5) rounds for record. One (1) minute time limit per five round series. Fired from the standing position. **Sling use is allowed.**

Total of sixty (60) rounds will be scored for a possible score of 600 points.

Targets will be a combination of knock-down steel (rim fire rifle and rim fire pistol silhouette).

**NO ALIBIS OR RESHOOTS WILL BE ALLOWAED FOR AMMUNITION OR RIFLE MALFUNCTIONS.**

There will be a three (3) minute preparation period before each stage of the course. Use this time to load magazines, adjust the sling, set up your position and/or dry fire. **BE ABSOLUTELY SURE YOU DO NOT INSERT A MAGAZINE OR CHAMBER A ROUND DURING THE PREPERATION PERIOD.**

SUGGESTIONS:

Wear a hat, long sleeves and pants while shooting.

Bring something to use as a mat between you and the ground.

Bring plenty of water, stay hydrated.

Make sure your rifle is clean, lubed properly and all safety devices are working.

Know your rifle and how it functions.

IF YOU'RE NOT SURE, ASK QUESTIONS OF THE RANGE STAFETY OFFICER.

MAKE SURE YOU HAVE A GOOD TIME.

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of "hot" firing line.

Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.

V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3

Modify Appendix B: Miscellaneous training classes 06/12/2020

This match will be conducted by NRA certified range safety officers who are Waite Park Rifle Club members. Watch for announcements at the Waite Park Rifle Club website [www.waiteparkrifleclub.com](http://www.waiteparkrifleclub.com)

## Family Fun Shoot Match Range Commands

After the safety briefing, call the first team to the firing line.  
Sighting targets for the first team should be up on the 50 yard line.

**The range is “HOT”.** Team (#) move up to the firing line and put your rifles in safe condition.

**When rifles are verified in safe condition:**

Your three minute preparation period begins now.

**After three minutes: Sighting shots**

Your preparation period has ended. You will have ten minutes for unlimited sighting shots. You may load – give shooters time to load.

Is the line loaded? The line is loaded. Ready on the right? Ready on the left? Ready on the firing line!

Commence firing.

**After ten minutes:**

Cease fire; put your rifles in safe condition.

**When rifles are verified in safe condition:**

**The range is “COLD”.**

You can go forward to remove sighting targets and set up the 50 yard prone slow fire targets.

**After target set up and shooters have returned to the line:**

**The range is “HOT”.**

**STAGE 1**

Your three minute preparation period for the 50 yard prone slow fire stage begins now.

**After three minutes:**

Your preparation period has ended.

This stage will be ten shots for record fired in five minutes from the prone position at fifty yards.

You may load – give shooters time to load.

Is the line loaded? The line is loaded. Ready on the right? Ready on the left? Ready on the firing line!

Commence firing.

**After five minutes:**

Cease fire; put your rifles in safe condition.

**When rifles are verified in safe condition:**

**The range is “COLD”.**

You can go forward to score and set up the 50 yard prone rapid fire targets.

After target set up and shooters have returned to the line:

**The range is “HOT”.**

**STAGE 2**

Your three minute preparation period for the 50 yard prone rapid fire stage begins now.

**After three minutes:**

Your preparation period has ended.

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of “hot” firing line.

Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.

V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3

Modify Appendix B: Miscellaneous training classes 06/12/2020



This stage will be two series of five rounds fired for record. One minute time limit for each five shot string. The stage is fired in the prone position.

With five rounds load – give the shooters time to load.

Is the line loaded? The line is loaded. Ready on the right? Ready on the left? Ready on the firing line!

Commence firing.

**After one minute:**

Cease fire.

With five rounds load – give the shooters time to load.

Is the line loaded? The line is loaded. Ready on the right? Ready on the firing line!

Commence firing.

**After one minute:**

Cease fire; put your rifles in safe condition.

**When rifles are verified in safe condition:**

**The range is “COLD”.**

You can go forward to score and set up the 50 yard slow fire sitting/kneeling targets.

**After target set up and shooters have returned to the line:**

**The range is “HOT”.**

**STAGE 3**

Your three minute preparation period for the 50 yard sitting/kneeling slow fire stage begins now.

**After three minutes:**

Your preparation period has ended.

This stage will be ten shots for record fired in five minutes from the sitting/kneeling position at fifty yards.

You may load – give the shooters time to load.

Is the line loaded? The line is loaded. Ready on the right? Ready on the left? Ready on the firing line!

Commence firing.

**After five minutes:**

Cease fire; put your rifles in safe condition.

**When rifles are verified in safe condition:**

**The range is “COLD”.**

You can go forward to score and set up the 50 yard sitting/kneeling rapid fire targets.

**After target set up and shooters have returned to the line:**

**The range is “HOT”.**

**STAGE 4**

Your three minute preparation period for the 50 yard sitting/kneeling rapid fire stage begins now.

**After three minutes:**

Your preparation period has ended.

This stage will be two series of five rounds fired for record. One minute time limit for each five shot string. The stage is fired from the sitting/kneeling position at fifty yards.

With five rounds load – give the shooters time to load.

Is the line loaded? The line is loaded. Ready on the right? Ready on the left? Ready on the firing line!

Commence firing.

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of “hot” firing line.

Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.

V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3

Modify Appendix B: Miscellaneous training classes 06/12/2020

**After one minute:**

Cease fire.

With five rounds load – give the shooters time to load.

Is the line loaded? The line is loaded. Ready on the right? Ready on the left? Ready on the firing line!

Commence firing.

**After one minute:**

Cease fire; put your rifles in safe condition.

**When rifles are verified in safe condition:**

**The range is “COLD”.**

You can go forward to score and set up the 25 yard slow fire standing targets.

**After target set up and shooters have returned to the line:**

**The range is “HOT”.**

**STAGE 5**

Your three minute preparation period for the 25 yard standing slow fire stage begins now.

**After three minutes:**

Your preparation period has ended.

This stage will be ten shots for record fired in five minutes from the standing position at twenty five yards.

You may load – give the shooters time to load.

Is the line loaded? The line is loaded. Ready on the right? Ready on the left? Ready on the firing line!

Commence firing.

**After five minutes:**

Cease fire; put your rifles in safe condition.

**When rifles are verified in safe condition:**

**The range is “COLD”.**

You can go forward to score and set up the 25 yard standing rapid fire targets.

**After target set up and shooters have returned to the line:**

**The range is “HOT”.**

**STAGE 6**

Your three minute preparation period for the 25 yard standing rapid fire stage begins now. You may remove the empty chamber indicator and dry fire.

**After three minutes:**

Your preparation period has ended.

This stage will be two series of five rounds fired for record. One minute time limit for each five shot string.

This stage is fired from the standing position at twenty five yards.

With five rounds load – give the shooters time to load.

Is the line loaded? The line is loaded. Ready on the right? Ready on the left? Ready on the firing line!

Commence firing.

**After one minute:**

Cease fire; put your rifles in safe condition.

**When rifles are verified in safe condition:**

**The range is “COLD”.**

You can go forward to score and set up the 25 yard standing rapid fire targets and fifty yard sighting targets.

**After target set up and shooters have returned to the line:**

Is the range clear? The range is clear!

This concludes the course of fire. You can remove the empty chamber indicators. Case your rifles.

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of “hot” firing line.

Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.

V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3

Modify Appendix B: Miscellaneous training classes 06/12/2020

Remove your equipment from the firing line and turn in your score sheets.

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of “hot” firing line.  
Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.  
V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3  
Modify Appendix B: Miscellaneous training classes 06/12/2020

**WAITE PARK RIFLE CLUB COURSE DESCRIPTION**  
**SMALLBORE PISTOL ACTION SHOOT**

**DATES** – See calendar

**EQUIPMENT** – Any safe .22 Long Rifle pistol in good working condition.

**AMMUNITION** – Safe, modern .22 Long Rifle ammunition showing no signs of damage or mishandling during storage.

**TARGETS** – 14 metal targets. Provided by the Waite Park Rifle Club.

**TARGET DISTANCE** – 8 round targets at 30 feet located behind 6 bowling pin shaped targets at 20 feet.

**COURSE OF FIRE** – Minimum of 14 shots including 1 magazine change. Automatic timer will record number of shots and time taken to knock down all 14 targets. May use as many shots as necessary. Fastest time recorded.

**FEES** – All fees for this course are included in your membership.

**GENERAL RULES** – All shooters will follow the exact instructions of the Range Safety Officer.

Cease fire may be called by anyone at any time if a problem is observed.

All shooters will remain at their shooting station until the shooter has completed the course of fire and the Range Safety Officer has secured all firearms.

All firearms will arrive at the range unloaded.

Eye and ear protections are required during live fire.

Muzzle is always pointed in a safe direction.

Firearms are unloaded until instructed to load.

Finger off the trigger until ready to shoot.

Range Safety Officer has absolute authority always.

No handling of firearms behind the firing line.

**WAITE PARK RIFLE CLUB COURSE DESCRIPTION**  
**SMALLBORE PISTOL METALLIC SILHOUETTE**

**DATES** – See calendar

**EQUIPMENT** – Any safe .22 Long Rifle pistol in good working condition.

**AMMUNITION** – Safe, modern .22 Long Rifle ammunition showing no signs of damage or mishandling during storage.

**TARGETS** – Metal silhouettes. 10 Chickens, 10 Turkeys, 10 Pigs, 10 Rams

**TARGET DISTANCE** – 10 at 25 yards, 10 at 50 yards, 10 at 75 yards and 10 at 100 yards.

**COURSE OF FIRE** – Untimed. One shot at each target. 10 shots at each distance. 40 shots total. One point for each target knocked down.

**FEES** – All fees for this course are included in your membership.

**GENERAL RULES** – All shooters will follow the exact instructions of the Range Safety Officer.

Cease fire may be called by anyone at any time if a problem is observed.

All shooters will remain at their shooting station until everyone has completed the course of fire and the

Range Safety Officer has secured all firearms.

All firearms will arrive at the range unloaded.

Eye and ear protections are required during live fire.

Muzzle is always pointed in a safe direction.

Firearms are unloaded until instructed to load.

Finger off the trigger until ready to shoot.

Range Safety Officer has absolute authority always.

No handling of firearms behind the firing line.

**WAITE PARK RIFLE CLUB LEAGUE COURSE DESCRIPTION  
SMALLBORE PISTOL BULLSEYE**

**DATES** – See calendar

**EQUIPMENT** – Any safe .22 Long Rifle pistol in good working condition.

**AMMUNITION** – Safe, modern .22 Long Rifle ammunition showing no signs of damage or mishandling during storage.

**TARGETS** – 6 paper targets.

**TARGET DISTANCE** – Shooting benches are set at 50 feet from the targets. All shooters must remain behind the shooting benches until the Range Safety Officer gives the ALL CLEAR for scoring targets.

**COURSE OF FIRE** – Untimed fire - Two targets – 10 shots each. No time limit. Fire at your own speed.  
Timed Fire – Two targets – 10 shots each. 40 seconds for each target.  
Two targets – 10 shots each. 20 seconds for each target.

**FEES** – All fees for this course are included in your membership.

**GENERAL RULES** – All shooters will follow the exact instructions of the Range Safety Officer.

Cease fire may be called by anyone at any time if a problem is observed.

All shooters will remain at their shooting station until everyone has completed the course of fire and the

Range Safety Officer has secured all firearms.

All firearms will arrive at the range unloaded.

Eye and ear protection are required during live fire.

Muzzle is always pointed in a safe direction.

Firearms are unloaded until instructed to load.

Finger off the trigger until ready to shoot.

Range Safety Officer has absolute authority always.

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of “hot” firing line.  
Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.  
V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3  
Modify Appendix B: Miscellaneous training classes 06/12/2020

No handling of firearms behind the firing line.

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of “hot” firing line.  
Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.  
V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3  
Modify Appendix B: Miscellaneous training classes 06/12/2020

## WAITE PARK RIFLE CLUB COURSE DESCRIPTION BIG BORE PISTOL ACTION SHOOT

This league is open to all Waite Park Rifle Club members.  
It will be conducted by a NRA certified Range Safety Officer who is a member of this club.

### **THERE IS NO ENTRY FEE FOR THIS COURSE**

#### **EQUIPMENT:**

Handgun: Any center fire handgun in safe fully functional condition. **All safety devices must be fully functional.**

Ammunition: Center fire ammunition designed for the handgun being used must be of proper bullet diameter, case length and overall length.

**ALL EQUIPMENT IS SUBJECT TO INSPECTION BY THE RANGE SAFETY OFFICER.**

#### **GENERAL SAFETY RULES:**

**All people on the range area must wear eye and hearing protection during live fire.**

**Anyone can call a cease fire at any time when an unsafe situation arises.**

All handguns will be cased or in safe condition when not on the firing line. Handguns on the firing line will be kept in safe condition until the order to load is given by the Range Safety Officer.

No handguns will be handled while people are downrange

**Safe condition consists of the following:**

Safety engaged

Magazine removed or cylinder open

Chamber or cylinder chambers empty

Slide locked open and/or empty chamber indicator placed in chamber (semi auto) or breech of revolver barrel

Muzzle pointed in a safe direction (toward the safety impact bunker)

#### **COURSE OF FIRE:**

All firing will be done from the established firing line of the pistol range

Target number will be kept at a multiple of six whenever possible

Starting positions may vary as dictated by the course of fire

Whenever possible, an electronic timer will be used to record a shooters time and number of shots fired

When the range is declared “hot” by the range safety officer, one shooter will advance to the firing line- place the handgun in safe condition and prepare to shoot the course of fire.

The range safety officer will explain the course of fire to the shooters satisfaction.

At the command to “load” the shooter can insert a magazine and chamber a round and engage the safety or load and close the cylinder and assume the starting position. **Fingers will remain off the trigger**

At the command to “commence fire” the shooter can engage the targets until all targets are properly engaged or the shooter stops.

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of “hot” firing line.

Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.

V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3

Modify Appendix B: Miscellaneous training classes 06/12/2020



The range safety officer will declare “cease fire” and the shooter will place the handgun in safe condition  
When the handgun is verified in safe condition the range safety officer will declare the range is “cold” people may then move down range to score, reset targets and return to the firing line  
Upon verifying the range is clear the range safety officer will declare the range is “hot” and a new shooter will approach the firing line.

**SCORING:**

Knock down targets when dropped will score five points each

Paper targets will score as high as ten points each with double tap targets scoring as high as twenty points each

If a shooter fires the course of fire more than once, the highest score or shortest time may be used for the day’s record.

Ties will be settled by the fastest time of the contesting shooters.

V10.1 Changes: Incorporated Addendums as of 05/11/2017 i.e. Add: no one in front of “hot” firing line.  
Clarification of where to use birdshot vs slugs and buckshot. Add: All loaded firearms pointed downrange.  
V10.1 Changes: Minor spelling and spacing corrections. V10.2 incorporates steel target rule changes. V10.3  
Modify Appendix B: Miscellaneous training classes 06/12/2020