

# Carson Rifle & Pistol Club SOP's



## CARSON RIFLE AND PISTOL RANGE

4000 Flint Drive Carson City NV 89706

Range Standard Operating Procedure (SOP)

Adopted and Approve by the CR&PC and CCPRD

Developed by: Randall Brooks - NRA Chief Range Safety Officer - NRA Instructor

Developed by: Mark Lund - NRA Chief Range Safety Officer – NRA T.C. Instructor

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## **PREAMBLE:**

- The Carson Rifle and Pistol Club is a Non-Profit Organization.
- The Carson Rifle and Pistol Range is Open to the public.
- The Carson Rifle and Pistol Range is a Carson City Park.
- The Carson Rifle and Pistol Range is administered by Carson Rifle and Pistol Club (CR&PC) through a written use agreement with Carson City.

## **Contact Info**

Carson Rifle and Pistol Club (CR&PC)

PO Box 113

Carson City, NV 89702

[www.carsonrapc.org](http://www.carsonrapc.org)

[info@carsonrapc.org](mailto:info@carsonrapc.org)

[www.carsonrapc.org/calendar](http://www.carsonrapc.org/calendar) for Scheduling & Reservation information

Carson City Parks & Recreation Department (CCPRD)

3303 Butti Way Bldg #9

Carson City NV 89701

[www.carson.org](http://www.carson.org)

775-887-2262

## **Range Facility:**

Is located at 4000 Flint Rd. Carson City NV 89701

\*Rifle: 20 positions covered with benches, and 20 position uncovered with no benches, 100/200/300 yards.

\*Pistol: 20 covered positions with benches, 50 yards

\*Private Shooting Bays: 4 bays, 20 to 50 yards

No restrooms

No Fulltime Attendant

Pistol bays are reserved 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> Sunday of each month for special shooting events – these events are open to the public.

Shotgun shooting only allowed in last 4 shooting bays (no trap or skeet type shooting allowed)

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## ORGANIZATIONAL CHART:

1. The Carson Rifle and Pistol Club (CR&PC) has a written use agreement and has total authority over the administration of this Range. Carson City Parks and Recreation Department (CCPRD) maintains the Carson City Rifle and Pistol Range.
2. (CR&PC) has an (Elected) Executive Board & Chief Range Safety Officer (CRSO) and a Group of Volunteer Range Safety Officers (CR&PC RSOs).
3. CRSO and CR&PC RSOs are required to be members of Carson Rifle and Pistol Club.
4. There is no paid staff.
5. (CR&PC) Executive Board or CRSO may designate new CRSO & CR&PC RSO's. All CR&PC RSOs must be NRA Certified RSO or CSRO.
6. The CRSO is a required part of this Organization. The function of the CRSO is to oversee Range Operations, train new CR&PC RSO's, communicate with the designated volunteer CR&PC RSO's, and report activities to the Executive Board & CCPRD.
7. The CR&PC RSO's role is to educate the public on Range Safety Rules.
8. The CR&PC RSO's have the authority to maintain a safe shooting environment as guided by our SOP, including when a safety issues arises, the CR&PC RSO's have the authority to demand that any individual and/or entity be vacated from the premises.

## RANGE OPERATION:

1. This Range is open to the general public from dawn to dusk for public shooting.
2. The Range may be reserved and closed to the public for special events.
3. Range Reservations will be handled by the CR&PC Scheduling Officer.
4. The Scheduling Officer will keep a list of entities that are approved to make reservations.
5. Any written standing reservations for approved entities will be valid for a 1 year term from the date the letter is issued – and must be renewed annually.
6. All standing reoccurring reservations will be posted on the clubs website ([www.carsonrapc.org/calendar](http://www.carsonrapc.org/calendar)) for the public to view.
7. CR&PC Range Safety Officers (CR&PC RSOs) are approved to enforce range safety rules as guided by this SOP, and CR&PC RSOs have the authority to demand that an individual and/or entity be vacated from the premises if a safety issue arises.

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8. Designated CRSOs and CR&PC RSOs will be issued Carson Rifle and Pistol Club Range Safety Officer ID Cards and Caps or Vests to identify them to the general public.
9. Range rules will be posted at the Range. SOP will be posted on the clubs website.
10. CR&PC RSOs are all volunteers and there may times when no CR&PC RSO is at the Range.
11. Any person, business, or organization wishing to reserve the Range must have a current \$1,000,000.00 liability insurance policy naming CCPRD & CR&PC as co-insured on file prior to reservations being approved.
12. Any person, business, or organization wishing to reserve the Range must have an approve SOP on file with the CR&PC or agree to follow the CR&PC's SOP's during their event, and must have a designated Range Officer during the event.

### **TRAINING AND REPORTING:**

1. The CR&PC will establish a Chief Range Safety Officer to train CR&PC RSOs for this range and to report to the club & (CCPRD) on range activity's & facilities maintenance needs.
2. All Carson Rifle and Pistol Club designated CR&PC RSOs must be certified NRA RSOs.
3. Carson Rifle and Pistol Club certified CR&PC RSOs will attend one annual recurrent training session as conducted by the CRSO staff.
4. CRSO's will conduct two annual recurrent RSO training sessions (usually one hour) to keep CR&PC RSOs updated on current problem areas as directed by the CSRO – CCPRD or CR&PC. The CRSO(s) must attend at least two club meetings per year and network with the other CRSO's for updating.

### **EMERGENCY RESPONSE PLAN:**

Action for any Emergency

#### **1. Take Charge of the situation**

- a) Call Cease Fire and Stop all Shooting activity (loud voice)!
- b) Confirm Muzzles down Range, Firearms Unloaded, Magazines out Action's open.
- c) Assess the situation and start response.
- d) Delegate authority – assign duties to bystanders – witnesses.

#### **2. Call for help - 911 (as needed)**

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3. Render aid within the scope of your training.
4. Direct Medical help to the location.
5. Take notes; make a written report to include:
  - a) Date and Time
  - b) Nature of event
  - c) Description of injury
  - d) Names of the injured
  - e) If Transported, name of Transport company & where the injured were taken.
6. Submit Report to CRSO. Any report resulting from an emergency will be submitted within 24 hours. Reports will be reviewed by the CSRO & CR&PC Board and general membership, to review safety concerns & a copy will be sent to CCPRD.

## RANGE SAFETY RULES

**All shooters must obey CR&PC Range Safety Officers (RSO) instructions.**

1. **ALWAYS** keep the Firearm's muzzle pointed in a safe direction.
2. **ALWAYS** keep your finger off the trigger until ready to shoot.
3. **ALWAYS** keep your Firearm unloaded with the action open until on the firing line and ready to shoot.
4. **Firearms are not to be handled for any reason anytime anyone is downrange.**
5. During cease fire (Cold Range) anyone not downrange must stand behind blue cold range line, again no handling of firearms for any reason.
6. No alcohol or drugs may be used before or during any gun handling on this Range. Alcohol is strictly prohibited at this facility.
7. When on the Firing Line, **ALWAYS** keep the muzzle down range.
8. Range Safety is everyone's responsibility; speak up if you see safety issues.
9. Eye and Ear protection is required on the firing line.
10. Industry standard paper or metal targets preferred. No glass, cans, appliances or other hazardous items allowed. Take your targets, stands, trash, etc. with you or put them in the provided trash containers.
11. This Range is a City Park, all applicable City ordinances apply.
12. All Guns come from the Parking lot to the Range unloaded or holstered.

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13. Place your targets so that bullets impact the backstop.
14. Do **not** put targets on the top of the backstop or shoot over the backstop of the Range.
15. Do **not** climb or drive on the side berms or backstop, this may result in severe erosion.
16. **Public** use of this facility is restricted to daylight hours only, absolutely no general public shooting prior to sunrise or after sunset.
17. Shotguns are allowed in the last 4 shooting bays only (no trap or skeet type shooting allowed) \*Trap shooters are encouraged to use the Capitol City Gun Club on Arrowhead Drive.
18. Incendiary & tracer ammunition **PROHIBITED** at this facility.
19. Any exploding type targets **PROHIBITED** at this facility
20. **NRS 202.300** shall govern the use of this facility by minors. *(No person under the age of eighteen (18) shall be permitted to use this facility except under the supervision of a parent or guardian or adult who has the written authorization of a parent or guardian).*
21. All shooters are responsible for keeping their guns away from unauthorized persons.

### SOP APPROVAL:

This Carson Rifle and Pistol Range S.O.P. is approved by the Carson Rifle and Pistol Club Executive Board on this date: \_\_\_\_\_

This Standard Operating Procedure (SOP) will become effective on: \_\_\_\_\_

### Approved By CR&PC:

President: Mark Possin \_\_\_\_\_

Vice-President: Stan Mund \_\_\_\_\_

Secretary: Mike Hawe \_\_\_\_\_

Treasurer: John Beer \_\_\_\_\_

CRSO: Randall Brooks \_\_\_\_\_

Approved By CCP&RD:  
Scott Fahrenbruch \_\_\_\_\_