

RANGE ACTION SAFETY PLAN

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See Distribution

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RANGE ACTION SAFETY PLAN (RASP) FOR RECREATIONAL SHOOTING AT THE NATIONAL SHOOTING CENTRE (NSC) BISLEY.

General

This RASP governs the safe conduct of shooting at Bisley. All users of the Ranges are bound by this Safety Plan, other than HM Forces and Government agencies operating under their own procedures with prior approval from the National Rifle Association. Recreational shooting will take place six days a week, and up to 51 weeks annually on the following ranges:

- a. Stickledown
- b. Butt Zero
- c. Century
- d. Short Siberia
- e. Cheylesmore
- f. Melville
- g. Winans
- h. Zero
- i. Chobham Ridge
- j. BSRC
- k. NCSC
- l. BSG

Where NRA members/staff are authorised by the NRA to shoot in areas other than designated rifle ranges, such as Cottesloe Heath, they are to "sign on" annotating the sheet with the area within which they are shooting and the activity they are conducting. Where appropriate specific orders are to be drafted. Users are to sign the Orders and the Range Office is to hold the signed copy.

Aim

The aim of this RASP is to:

- a. Ensure a rapid and effective response to incidents and occurrences.
- b. Define the duties and responsibilities of the NRA Range Staff.
- c. Detail points and subjects to be covered in Range Safety Briefings.

INCIDENT REACTION

1. In the event of an incident, hearing the emergency hooter or hearing STOP STOP STOP the Immediate Action detailed below is to be carried out:
 - a. Emergency Hooter or STOP, STOP, STOP heard.
 - i. All firing is to cease immediately.
 - ii. All manually marked targets are to be lowered.
 - iii. Firers are to stop firing , remove their finger from the trigger, keep the firearm pointing at the target and await further instructions.
 - iv. Follow instruction from the Range Staff.
 - b. If the incident has occurred within his area of responsibility the CRO/RO is to inform Range Control immediately
 - c. All CRO/RO on Bisley range complex are to change to the Control Channel and await instructions from Range Control. All calls are to be minimised.
 - d. The Range Control will perform the function of Incident Control appropriate to the incident and request emergency services.
2. **MEDICAL.** First aid is provided by the Range Office.
 - e. **Actions on a casualty or member being taken ill.**
 - i. If safety is enhanced initiate Immediate Action Drill –STOP, STOP, STOP.
 - ii. RO/CRO to inform Range Control
 - iii. RO/CRO to clear the firing point as necessary to provide safe access
 - iv. Range Control deploy a first aider with trauma pack.
 - v. Range Control request emergency services by dialling 999 if appropriate.
 - vi. Range Control deploy a guide to the Emergency RV – main gate.
 - vii. Range Control will monitor the situation and prepare to request additional services (Air Ambulance) if the situation should deteriorate.
 - viii. Inform CEO and Head of Range Services via Duty Manager if they are not on site
3. The RO is to ensure:
 - a. All evidence is to be preserved and photographed.
 - b. Witness names are to be recorded.
 - c. An Incident Report is to be completed as soon as possible after the incident.
4. Prompt and detailed investigations of accident/incidents are essential and it is the duty of everyone involved to cooperate fully with the appointed investigation team. This helps establish the cause and may prevent a recurrence.

5. UNEXPLODED ORDNANCE

- a. Actions on locating suspected unexploded ordnance/military hardware.
 - i. Initiate Immediate Action Drill –STOP, STOP, STOP.
 - ii. Inform Range Control
 - iii. **Confirm** – without disturbing the object attempt to confirm it is unexploded ordnance.
 - iv. **Clear** – Ensure all firearms are safe and move all personnel out of the area to a minimum distance of 100m.
 - v. **Cordon** – ensure people or vehicles do not approach the object.
 - vi. **Control** - the situation until staff arrive from Range Control.
 - vii. Range Control will request emergency services and inform HQ DTE Longmoor Ops Room – 01420 483405.

Safe Persons

6. The following NRA Staff are empowered to authorise, direct and manage shooting:

Se r	Appointment	Remarks
1	Chief Executive Officer	
2	Head of Range Services	
3	Deputy Head of Range Services	
4	Head of Shooting and Training	
5	National Training Manager	
6	Safety Legal & Technical Mgr	
7	Range Control Personnel	

7. **Range Template Controller (RTC).** The senior member of NRA staff on duty within the Range Control acts as the RTC, and the CRO. They are responsible for the safe plotting of the range template, ensuring that sufficient separation is maintained between shooting parties and will schedule and control all movement on the ranges, including “falling back”.

8. **Chief Range Officer (CRO).** When appointed the CRO is responsible for the format and conduct of the practise. The CRO is to oversee the ROs providing advice and guidance as necessary. The CRO is responsible to the Range Template Controller for safe and correct conduct of the practise on the range.

9. **Range Officer (RO).** The RO is responsible for all aspects of live firing under their direct control including personnel, range infrastructure, the conduct of shooting practises, the maintenance of discipline, adherence to Range Regulations and safety. The RO is not to act as a Supervisor for probationary members.

10. The RO is to read Bisley Range Regulations, Range Specific Orders and the "Duties of the RO". The RO is to "sign on" to the Range in the Range Office. When signing on to the range the RO confirms:

- a. That he/she is a Suitably Qualified and Experienced Person (SQEP) to carry out the duties of RO.
- b. He/she accepts responsibility for ensuring that all activity under his/her supervision is conducted in accordance with NRA Range Regulations.
- c. That all personnel shooting under his/her control: are fit to handle firearms and either certified competent on the relevant firearm or supervised by someone who is so certified.

11. A radio will be allocated to the RO. The RO is to establish communications with the Range Office prior to establishing communications with the Butts and the commencement of shooting.

12. All movement on the range is controlled and coordinated by the NRA Range Control. The RO is to seek clearance prior to any movement on the range, including falling back.

13. Prior to giving permission to fire the RO/CRO is to ensure that it is safe in all respects to commence shooting and that permission to commence firing has been granted by the Range Office.

14. **Safety Supervisors (SS).** Where deemed appropriate Safety Supervisors are appointed by the RO and act on his behalf. Safety Supervisors are deemed competent by their appointment. They are to:

- a. Supervise and offer guidance to firers as required.
- b. Ensure the safe conduct of firing accordance with range regulations and the discipline specific firearm drills.
- c. Ensure safe handling of firearms on the firing point at all times.
- d. Ensure adherence to Range Regulations.
- e. Prove firearm clear before permitting it to be removed from the firing point.

15. **Butts Officer/Supervisor.** The Butt Officer/Supervisor is responsible for the conduct of the Target Markers whilst in the Butts. In particular he/she is to ensure that:

- a. All personnel remain under the cover of the mantlet whilst live firing is taking place.
- b. All personnel are wearing the appropriate PPE.
- c. Targets are presented at correct times, and in the correct manner in accordance with the practise.
- d. Drugs/alcohol are not consumed/used in the Butts.

Safe Place

16. When "signing on" to the range the CRO/RO is confirming that they are entirely familiar with this range, range orders, constraints and facilities and by signing on to the range agree to abide by all relevant Range and Bisley Camp regulations. Where the RO is not familiar with the range he is

to conduct a recce prior to day of the booking and request a briefing from the Range Office staff. The range recce may be conducted on the same day as the booking.

17. The ranges are inspected by at least one of the agencies listed below and are subjected to an annual maintenance plan:

- a. MOD
- b. CNC
- c. NRA

18. Range furniture and gazebos are located and erected by NRA staff.

CRO/RO Action at the Range

19. Refer to Duties of an RO at <https://nra.org.uk/wp-content/uploads/2017/09/DUTIES-OF-THE-RCO.pdf>

Safe Firearms and Equipment

20. The RO is to ensure that all firearms and ammunition natures that will be fired are permitted in accordance with the Range Regulations.

- a. Range users are responsible for ensuring that their firearm is safe.
- b. NRA hire firearms are inspected and serviced by NRA armourers and subject to a before use check prior to issue.

Safe Practice

21. Risk Assessment

- a. Standard Shooting practises are to be conducted in accordance with the NRA Safe System of Shooting.
- b. Courses of fire that include non-standard shooting practises i.e. movement are to be approved by Range Control Staff and must be subject to an activity specific risk assessment.

22. **Personal Protection Equipment (PPE).** The RO is responsible for ensuring that firers and bystanders are in possession of serviceable and appropriate PPE prior to the commencement of shooting.

23. The RO/CRO is to brief all range staff prior to firing. The briefing is to cover:

- a. Communication and emergency procedure including medical provisions.
- b. Details of the Range activity being conducted and neighbouring firers activity including details of falling back.
- c. The general outline and sequence of events.
- d. Regulations particular to the range.

24. A separate briefing for firers is to include as a minimum:

- a. The signal for commencement and cessation of shooting.
- b. Emergency signal to stop firing – Emergency Hooter or “Stop, Stop, Stop.”
- c. Action on receipt of the emergency signal:
 - i. *All firing is to cease immediately.*
 - ii. *Firers are to stop firing , remove finger from the trigger, keep the firearm pointing at the target and await further instructions.*
 - iii. *Follow Range Staff instructions*
- d. Medical cover.
- e. Permitted firearm states at each stage.
- f. Details of the practice.

25. The CRO/RO is not to allow firearms to be placed on the firing point until clearance to fire is given by the Range Office.

Completion of each Detail

26. The firer is responsible for ensuring that his firearm is clear and that it is independently inspected in accordance with NRA Safety Rules before it is removed from the firing point. The action of “unloading” requires that, before inspection, such of the following actions as are possible for the firearm type have been carried out:

- a. Safety catch applied.
- b. Magazine removed.
- c. Integral magazine/cylinder emptied.
- d. Chamber and action cleared of rounds, misfires and empty cases.
- e. Working parts fully open and locked

27. The chamber, action, boltface and magazine may then be inspected bolt removed/insert breech flag/magazine block.

28. There is to be no movement forward of the firing point until this procedure is complete

29. On completion of the final detail all firing points are to be cleared of empty cases and checked for live ammunition.

RW WELLS
Head of Range Services