

RANGE AIDE MEMOIRE – NATIONAL RIFLE ASSOCIATION TEMPLATE

1	CLUB, EVENT, LOCATION AND DATE		
2	Safe Person(s) (Name / qualification, mobile phone no where appropriate, handover arrangements if duties to be shared)	Club official planning event:	Club official supervising on the day:
		RCO 1:	RCO 2:
		IC Butts/Console:	IC Home Office records:
		IC Ammo:	Other:
		All Firers hold SCC valid for the firearms to be used and practices to be undertaken YES / NO (if NO inform the official supervising so that one to one supervision can be arranged)	
3	Safe Place	Range Type:	Confirm the rule set in use:
		Date Range Orders read:	Date of Recce or last use:
4	Medical Procedure	Medical Personnel:	Communications:
		Stretcher/First Aid pack Location:	Vehicle:
		Minor Injury:	Major Injury:
5	Reporting Accidents	MoD Land Accident Investigation Team (LAIT): Mil 94391 2206 Civ 01264 382206	SASC: Mil 94381 2220 (Civ 01985 222220) JS EOD OC: Mil 94234 3360/3361/3362 (Civ 01235 513360/513361/513362) SEFIT: Mil 96798 2540 (Civ 03067 982540)
		NRA Range Safety Compliance Officer 01483 797777 ext 154	AINC: Mil 94391 2055 (Civ 01264 382055)
6	Safe Firearms	RCO will confirm that all firearms are: serviceable / of permitted types / within ME/MV limits for the range YES / NO (if NO seek RAU clearance IN ADVANCE and attach written authority)	
7	Safe Practice	The NRA Safe Shooting System is in place and will be observed.	

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8

Range Conduct

Range Team Brief:

1. Actions on "Stop, Stop, Stop".
2. Actions on a Training Incident or Accident occurring - Medical plan.
3. Intervention: breach of safety likely / cross lane firing.
4. Stay alert at all times.
5. Change around procedure.
6. Hearing protection / eye protection.

Rehearsals: Communications check

Confirm firearm handling drills for types of firearm in use. Confirm NRA Rule 122 unload and inspection procedure is to be followed. Hearing protection is mandatory. Confirm requirement for eye protection.

Details:

FIRERS	BUTTS	COACHES	Plotters/ assistants

Safety Brief:

1. Actions on "Stop, Stop, Stop" or incursion of personnel in the danger area.
2. Actions on a Training Incident or Accident occurring - Medical plan.
3. Actions to be carried out if there is a stoppage.
4. Actions to be carried out if the muzzle is blocked.
5. Muzzle clearance before firing.
6. Cross lane firing.
7. Hearing protection.
8. Eye protection if required.

Event brief:
Scoring and Standards:
Ammo Required:
End of Detail Procedure:
End of Range Procedure:
Ammo Return: