

Auditing System for Civilian Use of Ranges

The MoD will require the following records to be held for at least 12 months and available for inspection with reasonable notice.

National Rifle Association

The NRA will keep a record (paper or electronic) of:

1. all shooters who undertake training on NRA courses
2. current certified RCOs / Club Coaches / Club Instructors
3. club agreements. (The proposed 2008 agreement is attached as Annex A)
4. NRA members who have been certified by the NRA (the applications for certification)
5. all HME Zeroing targets for a period of 12 months

Clubs affiliated to the NRA

Club Chairman will be responsible for keeping records of:

1. the training of all new members
2. all shooters who have been certified by the Club Chairman
3. the qualified RCO(s) running the range on each shoot (a log with dates)
4. a list of current qualified RCOs, Club Coaches and Club Instructors
5. all HME Zeroing targets for a period of 12 months

The records should show that the club is conforming to the requirements in particular checking that any shooter who shoots with them is certified by an affiliated club

Auditing

The NRA should conduct an audit of a number of clubs per year throughout the country. The

MoD will randomly check shooters shooting on MoD ranges. The NRA will conduct random checks throughout the year at Bisley.

The NRA will ensure that all competitors entering NRA competitions at Bisley have to produce their certification card before being issued with their squadding cards and being allowed to shoot.

The Secretary General of the NRA will be responsible for ensuring the NRA audit procedures take place.