

WAYNESBURG SPORTSMEN'S ASSOCIATION, INC

190 ROLLING MEADOWS ROAD, PO BOX 214
WAYNESBURG, PA 15370

STANDARD OPERATING PROCEDURES

Safety First

Waynesburg Sportsmen's Association, Inc.
P.O. Box 214
190 Rolling Meadows Road
Waynesburg, PA 15370

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CHAPTER 1

RANGE OPERATIONS GUIDE

1. **General.** Live firing conducted at the Waynesburg Sportsmen's Association, Inc. Range is designed to provide authorized personnel access to a facility where they can become proficient with privately owned firearms. Members may shoot inside or on the outdoor ranges.
2. **Facilities for Use.** Live-fire shooting is normally limited to the following ranges.
 - a. **Outdoor Range** – Rifles smaller than .50 caliber centerfire; pistols any caliber or gauge. (No tracer or armor piercing ammunition.)
 - b. **Indoor Range** – BB guns, air rifles, air pistols, Rimfire rifles only, no center fire rifles, handguns up to and including .45 caliber. (No tracer or armor-piercing ammunition).
 - c. **Trap and Skeet** – at this time shooting is not permitted.
3. **Range Limitations and Safety Requirements.** Live-fire shooters will:
 - a. Fire only on scheduled ranges.
 - b. Fire only authorized firearms and ammunition.
 - c. Fire at authorized targets only. Only club designated targets at the preset locations may be used.
 - d. You can only use the Club's facilities after completing a "hold harmless" agreement and signing off on the Waynesburg Sportsmen's Association, Inc. Membership Handbook and Standard Operating Procedures. Members are responsible for their guests.
 - e. Ensure all projectiles impact within the established range safety limits. (Indoor and Outdoor).
 - f. Ensure the outdoor range flag is displayed at the shooting bench when firing at the outdoor range. (When using the bench or the outdoor pistol range).
 - g. Call "Cease firing" and make safe all firearms when a shooter moves forward of the firing line or during any unsafe condition.
 - h. Call "Cease firing" if a firing line becomes staggered (one shooter forward of another) anywhere on the range complex. (Indoor and Outdoor).
 - i. Use appropriate ear protection. The indoor range suggests double hearing protection (foamy inserts and hard ears).
 - j. Wear appropriate eye protection.
 - k. Notify the RSO of any safety infractions. If not available bring it to the attention of any member of the Executive Committee.
 - l. Police all brass, paper, and other debris that accumulates on the range. Dispose of them in the containers provided.
 - m. **Failure of shooters to abide by the procedures listed above and in this manual could result in immediate eviction from the club property and possible suspension of future club privileges. Gross negligence**

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of any safety rule and/or club rule could result in termination from the club indefinitely. The Board of Directors will decide all decisions concerning disciplinary action by the club.

- n. Be courteous to shooters and fisherman that are already on the property before you. BE PATIENT, COURTEOUS AND SAFE.
4. **Authorized & Prohibited Firearms.** Fully automatic firearms are not authorized. If special circumstances warrant then the member must provide the proper federal license and all required paperwork to the Executive Committee prior to firing any automatic firearms.
5. **Authorized Personnel.** The following persons are allowed to fire:
 - a. Current members in good standing of the club.
 - b. Invited guests of the above, provided the authorized person is present and assumes full responsibility for the conduct of his or her guest(s). **All** guests must sign a Hold Harmless Agreement.
 - c. Local, state and federal law enforcement.
 - d. Children under the age of 16 must be supervised at all times. No children under the age of 12 may be at the shooting bench or firing line (Indoor or Outdoor) without proper supervision. **NO EXCEPTIONS.**
6. **Personnel Responsibilities.**
 - a. **Executive Committee.**
 - i. Maintain the range facility rules.
 - ii. Administers necessary discipline for violated club rules.
 - iii. Conducts business and meetings as per handbook.
 - b. **Chief Range Safety Officer.**
 - i. Ensures that each Range Safety Officers (RSO) and volunteers understands and can execute live fire procedures. (Live fire must be conducted in accordance with all safety rules and guidelines of the Waynesburg Sportsmen's Association, Inc.
 - ii. Inspect the ranges with the RSO and assistants.
 - iii. Assist in conducting the NRA Range Safety Officer Training Program to club members.
 - iv. When available, an NRA Certified Chief Range Safety Officer (CRSO) and/or Certified RSO will be used.
 - v. Volunteers can work with the CRSO and/or RSO if they have been through proper training.
 - vi. All NRA CRSO and NRA RSO teaching outlines will be used as curriculum.
 - vii. All NRA Gun Safety and Range Safety Rules will apply to everyone.
 - c. **RSO's and Volunteers.** The Executive Committee can appoint the CRSO and approve anyone to be an RSO and/or volunteer.
 - i. All RSO's and volunteers must be trained by the CRSO.
 - ii. All RSO's and volunteers are to maintain and follow all club rules and enforce them when necessary. Especially range safety.
 - d. **Club Members.**

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- i. All shooters and guests must fill out "hold harmless" agreements. This is mandatory for all members and guests.
 - ii. All club members will receive a membership handbook which includes bylaws and standard operating procedures.
 - iii. All shooters will conduct themselves in an orderly manner at all times and will be responsible for the conduct of any guest(s) they bring.
 - iv. All shooters are responsible for their guns and ammunition while on club grounds.
 - v. Firearms that are out of the case and are not being fired must be benched. (Actions open and facing up, chambers empty, muzzles pointed downrange, and safeties on).
 - vi. Only load firearms on the firing line. If a CRSO or an RSO is present they will give the commands.
 - vii. Do not point firearms at anything other than authorized targets.
 - viii. Fire at your own target only.
 - ix. Give the command "Cease firing" if an unsafe condition exists.
 - x. Follow all rules of the club.
 - xi. Assist in policing the area of brass and any other debris.
 - xii. No pets are allowed on the range complex. (Indoor or Outdoor).
- 7. Hours of Operation and Scheduling.** Range availability is as follows:
- a. The outdoor pistol and rifle ranges are open seven days a week from 8:00 a.m. till 9:00 p.m. (depending on the availability of light at the time of year). Shooting on the outdoor range is not permitted before 1:00 p.m. on Sundays.
 - b. The indoor range is available seven days a week.
 - c. Meetings are held at the club on the second Thursday of each month at 8:00 p.m.
- 8. Alcoholic Beverages and Drugs.** Shooters may not consume alcoholic beverages or drugs before or during live firing. The club's officers, CRSO or RSO will deny range access to anyone in violation. This includes the indoor and outdoor ranges.
- 9. Medical Support.** In the event of a medical emergency call 911.
- 10. Hold Harmless Agreement Form.** All current and new members and guests must complete a "Hold Harmless" agreement form.
- 11. Members Handbook and Operating Procedure Manual.** All members will receive a member's handbook and a copy of bylaws and understand the rules and regulations of the Waynesburg Sportsmen's Association.
- 12. Use of Lights, Furnace, Air Conditioning and Front Security Door.**
- a. When using the indoor range please only turn on the lights necessary for the area you are in. **Please make sure all lights are off when leaving the range.**
 - b. The thermometer for the furnace will be pre-set. The same rule applies for use of the air conditioner.

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- c. Upon entering the club, make sure the door "**Locks**" behind you. This is very important. **DO NOT LEAVE THE DOOR UNLOCKED WHILE YOU ARE IN THE RANGE OR CLUB.** This is for your safety, the safety of your equipment and the protection of "YOUR" club facilities.
 - d. ALWAYS make sure the door "LOCKS" behind you when leaving the club.
 - e. Notify a member of the Executive Committee and/or any RSO, if upon entering the club house or property you have found any damages and and/or signs of shooters misusing the range, pond area, equipment, etc.
13. **Safety Violations.** It is the duty of any member who witnesses any unsafe act to stop said act immediately and report infraction to the CRSO and/or executive committee.
14. **Exploding targets.** The use of exploding targets of any type, available under any brand name, and constructed with any type of materials which cause an explosion when penetrated by any type of projectile is **STRICTLY PROHIBITED** on any and all ranges and property operated by the Waynesburg Sportsmen's Association.
15. **Steel Target Safety Rules.** (For all Handgun calibers and Rim fire rifles only).
- a. Always wear hearing protection and wrap-around shatter resistant eye protection.
 - b. Only the use of revolving (knockdown, swinging) targets is accepted.
 - c. Always stand at least 25 yards.
 - d. Never use rifle calibers on handgun rated targets.
 - e. Never use ammunition that exceeds 3,000 feet per second at the muzzle.
 - f. Never use ammunition that travels below 750 feet per second.
 - g. Never use more powerful ammunition than the target is rated for. (Green tip, armor piercing, etc.).
 - h. Inspect all targets before using for damage, functionality, calibration, etc. Do reactive targets drop, swing, etc. properly?
 - i. Always engage your target straight on (head-on). NO angle shooting.
 - j. Shooters must wear proper shooter attire (exp. Hat (optional), eye and ear protection).
 - k. Observers should stand behind the shooter and observe all safety rules.
 - l. If using frangible ammunition, make sure it is designed to disintegrate into powder on impact.
 - m. The same velocity rules apply to frangible ammunition as well.
 - n. Always obey the Firearms Safety Rules.

CHAPTER 2:

POND OPERATIONS

1. All PA Fishing Laws apply. (Rules and regulations).
2. Three (3) fish limit daily – combined species. No limit on Pan Fish under 5".

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3. Anyone under 16 years of age must be accompanied by an adult member.
4. No swimming or ice skating at the pond.
5. No boats, rafts or swimming equipment on the pond.
6. Boats are permitted only with the exception of Pond maintenance.
7. No Adult guests permitted.
8. No Bait Fish allowed. (Minnows)
9. No shooting into the pond.