

# STANDARD OPERATING PROCEDURES & GENERAL RULES FOR WSC ACTION BAYS

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# **STANDARD OPERATING PROCEDURES & GENERAL RULES**

## **FOR WSC ACTION BAYS**

### **6.0.0 Introduction**

The following SOPs and Range Rules were established to ensure the SAFETY of all WSC members, their guests, and the surrounding community. Exceptional vigilance must be employed when using the ranges to ensure that all rules are followed for everyone's SAFETY and to prevent damage to our ranges.

WSC only grants permission for the use of these ranges to qualified members in good standing who agree to strictly obey all club rules, as well as all state and local firearm laws. The general SOPs and rules in this document apply to all WSC Action Bays. They may be superseded by range or event-specific rules.

### **6.1.0 Range Use & Operation**

The Action Bays are intended for action sports such as Steel Challenge, IDPA, USPSA, and similar activities that are generally group organized activities. These ranges are for the use of pistols and PCC (Pistol Caliber Carbines) only. PCCs are rifles that only shoot pistol caliber bullets, e.g. 9mm Luger, 45ACP, 22LR, or any other caliber with a velocity of 1500 feet per second or less. No center fire cartridge with a velocity that is greater than 1500 feet per second is allowed. Also excluded are high velocity rim fire such as, but not limited to, 17 WSM and HMR rim fire. A list of approved calibers is posted at the range. If you're unsure your caliber is approved, please contact the CRSO or an Action Shooting Committee member before using it on these ranges.

#### **6.1.1 During Matches and Organized Events**

The Action Bays are operated as cold ranges. This means that all firearms are to remain unloaded and holstered or flagged and bagged/cased. No concealed carry firearms are allowed within the Action Bays during matches or organized events. Most events and activities require working from a holster. Any firearm other than the one you are using in your position (a backup firearm) must remain unloaded, flagged and bagged/cased. At no time should anyone be moving about with a loaded firearm. Firearms may only be loaded at the firing line under the supervision of an RSO. Before leaving the firing line, all firearms must be cleared, re-holstered or flagged and bagged/cased under the supervision of an RSO.

Upon entering the range you must go to a Safe Table to transition your firearm from the bag/case to your holster. Remember, always keep the muzzle pointed at the backstop

and no handling of ammunition, live or dummy. It is permissible to enter the range with an unloaded properly holstered firearm if you choose to holster outside.

All PCCs must be carried unloaded, flagged and bagged/cased.

### **6.1.2 Non Event use (Everyday use of Range)**

In regards to handling firearms, the Action Bays will be treated no differently than using the rifle or pistol ranges. The ranges are cold. All unholstered firearms entering and leaving must be unloaded and cased. If you choose not to holster your firearm at a safe table, or prior to entering the bays, you would enter the bay with the cased firearm and, once on the line and only if the line is hot, may you uncase and handle your firearm. The firearm must be unloaded/cleared and holstered or flagged and bagged before leaving that bay.

Concealed carry firearms are allowed in the bays when no events or matches are taking place. The firearm must remain holstered until you are at the firing line of the bay you intend to use. You must declare the range as hot before handling the firearm. It can then be unholstered and used in a safe manner.

A. If you intend to move to another bay before leaving the Action Bays, the firearm must be unloaded, cleared and properly re-holstered before leaving the firing line, and not handled for any reason while leaving the bay. This rule is the same as when matches are held.

B. When you are completely finished shooting in the bays, the firearm may be reloaded at the firing line, re-holstered and concealed and must remain so until you exit the bays.

Any PCC brought into the Action Bays must be unloaded, the chamber flagged and in a case/bag. They can be uncased and loaded only at the firing line. All PCC's must be unloaded, flagged and bagged/cased before leaving the firing line.

### **6.1.3 Range / Bay Use**

Bays One and Two: Will be open for everyday use by qualified members and their guests. Scheduled events will only be open to qualified members and immediate family who is also qualified, but must be accompanied by that member. These bays have steel plate racks. If you use them you must bring your own WHITE paint. Please paint them before you leave for the next person.

Bays Three through Five: Are only open to committee members and members during an event. All events must be under the direct supervision of an Action Bay Committee member or event chairman that is also an RSO. Any questions on the use of these ranges should be directed to the Action Bay Committee Chairman or CRSO.

### **6.1.4 Qualification**

All members using these ranges must be qualified for the Action Bays. Qualification is specific to these ranges. Range qualification will be held monthly and is available for WSC members in good standing and immediate family. Check the website calendar to confirm the time and date. Members are welcome to use the ranges during this time but the safety briefing shall take precedence. All members using the range are expected to comply with the briefing's requirements. Please notify the Outdoor Range Chair or Action Bay Committee Chair if you would like to attend or have any questions.

#### **6.1.5 Scheduled Events**

Any scheduled event on these ranges will be posted on the web site calendar. All members are reminded to check the calendar before proceeding to the ranges. The E-Board reserves the right to schedule, change, or cancel any event. Any member planning an event must submit a safety plan to the Outdoor Range Chair, CRSO and Action Bay Committee Chair prior to any event. They must also submit an event planner and obtain approval of the E- Board.

#### **6.1.6 Modification of Rules**

These rules and SOPs may be modified by the Outdoor Range Chair, CRO, RSO, and or Action Bay Committee as needed for such purposes as training classes, competitions, or special events which are under the direction of a Committee member, NRA Range Safety Officer or Certified Instructor. These modifications are only in effect during this event and do not permanently modify the rules as outlined.

#### **6.1.7 Casing and Uncasing Firearms:**

All firearms entering and leaving the range must be unloaded, properly holstered or flagged and bagged/cased. When removing a handgun from a case or bag, it should be placed on the Safe Table with the muzzle of the firearm pointed at the backstop. PCC's must be carried to the firing line and positioned so that the muzzle is pointing at the forward berm before removing it from its container. Now, when uncasing the firearm, in the event of a negligent discharge, the muzzle is pointed at the berm in a safe direction, parallel with or down toward the ground. To prevent a bullet from leaving the range, never point the muzzle of any firearm in the air or above the shoot line.

#### **6.1.8 Firearms Made Safe**

All firearms that are not properly holstered or in your hand pointing down range on a HOT range must be cased and have an Empty Chamber Indicator (ECI) inserted in the breech. It must stay this way when moving about the bays. When called to the line to uncase and make ready, all guns will have an ECI in the breech making it visible to the RO that this firearm has been cleared.

A: All firearms may only be loaded or unloaded at the firing line on a HOT Range under the supervision of a RSO, if one is present.

B: When loading and unloading your firearm, always keep your finger off the trigger and the firearm pointed in a safe direction down range at the berm.

C: Magazines may be loaded with ammunition anywhere in the bays except the safe table.

D: All duds (misfired shells) must be removed from club property by the owner, or placed in one of the oil-filled dud containers at the range. Do not leave them on the ground or dispose of them in the trash.

## **6.2.0 Range Specific Rules**

Members are personally responsible for making themselves aware of all range rules and or any changes to these rules. Rules are updated frequently as needed, we advise members to regularly review these rules to be updated with these changes.

### **6.2.1 Strictly Prohibited**

The following **are not allowed** under any circumstance:

A: Full Auto / Bump Fire: The use of any firearm in full auto mode, or any device or attachment, electrically or mechanically operated that simulates full auto is strictly forbidden on any WSC Range. Rapid fire should be done responsibly.

B: Shotgun, center-fire rifle (with the exception of PCCs as described in 6.1.0), .22magnum rifle, .17 caliber rifle.

C: The use of or shooting at explosives, Tannerite, powder containers, fireworks or the like.

D: The use of armor piercing, tracer, or incendiary rounds.

E: Using any glass or other fragmenting materials as targets.

F: Smoking on an active range. This is considered a public area, please be considerate to others.

G: No pets or animals of any kind are allowed on or near an active range.

H: No shooting at any thrown object.

I: Horseplay & Non –Shooting related activities are prohibited on an active range.

J: No shooting or harassing wildlife on ranges.

## **6.3.0 Targets, Stands and Holders**

All targets paper or otherwise, MUST be positioned to ensure that all bullets are positively impacting the berm between the base (24" above the range floor) and the shoot line. If your bullets are not hitting this area, stop shooting and readjust your target or shooting position. You should check and verify your trajectory before you begin shooting.

### **6.3.1 Targets**

Do not shoot at any objects or hard targets that may cause a ricochet such as, but not limited to propane tanks, bowling pins, frying pans, or glass. This does not apply to steel targets properly approved and placed for the purpose.

Do not shoot at anything (breaking plastic, glass, clay pigeons) that will cause a mess on the ranges that you are not willing to clean up afterwards. You are responsible to remove everything from the range when done shooting. Plinking is not allowed in the action bays.

### **6.3.2 Reactive Steel Targets**

Steel targets that are used on the Action Bays are intended for pistol caliber (center and rim fire) cartridges. Steel targets can only be shot at a distance of seven yards or more. The person using them must be approved by the Outdoor Range Chair or Action Bay Committee prior to use on any range. This approval may be revoked at any time by the CRO or Outdoor Range Chair or Action Bay Committee if the target condition has deteriorated. Always use proper ammo. Never use armor-piercing or steel core bullets. Always follow all manufacturers' instructions when using these types of targets. Follow all manufacturers' instructions using the proper caliber, bullet type and bullet speed for which the target is rated. If the target has deteriorated, do not use it.

### **6.3.3 Berms**

No one is allowed to climb on any of the range berms. No one is allowed to dig into berms or remove any lead from berms without proper authorization from the E-Board.

### **6.3.4 Proper Range Etiquette**

Every member and his/her guest is expected to use proper range etiquette and to be courteous and respectful of other members and their guests.

### **6.4.0 Emergencies**

The Outdoor Range Chair, Action Bay Committee Chair & CRO must be notified of any emergency that occurs at a range. If a medical emergency or shooting accident occurs, please state that you need an ambulance. Do not state that "there has been a shooting", lest you cause a SWAT team to be dispatched to the scene of the accident. Local Police & Fire numbers are posted at the ranges, and are directed to Westford PD or Fire when calling from a cell phone. If in doubt call 911.

### 6.4.1 Medical Emergencies

In the event of an emergency, stop shooting and make the range cold and safe. Take charge, assess the situation, and call for help if you feel the situation warrants.

### 6.5.0 Police Use of Ranges

Anyone requesting to use the ranges must notify the Outdoor Range Chair and CRO a minimum of one week prior to the event with the time and date prior to any training. This will be posted on the web site calendar for the convenience of all members.

- A: All WSC Range rules and SOPs will apply to police using ranges.
- B: Any training processes that exceed the designed safety limitations of the ranges are not allowed.
- C: Ammunition and firearm restrictions apply to police. Exemptions may be given by the CRO.
- E: A Police safety officer, RSO must be present at all police training events.
- F: All non- member WSC police personnel may only use ranges at a formal police training session or be a guest of a member.

### 6.6.0 Range Commands

Firing line procedures and commands - range commands:

- Shooter to the Line:** Shooters approach the ready / firing line, move to and wait at the designated firing / ready position.
- The Firing Line is Hot:** Announced by the RSO when firing on the range is to begin. The RSO will ensure no one is forward of the firing line prior to giving this command.
- Load and Make Ready:** Upon which the shooter loads his/her firearm and prepares his/her equipment for the match/stage. Handgun is loaded and then placed in a Safe condition. Shooter then waits with the handgun holstered or in a “low-ready” position for the next command to be given.
- Shooter Ready:** Is given by the RSO to the shooter to confirm the shooter is ready to begin firing upon signal/command. The Shooter should reply in the affirmative when ready.
- Stand-by:** Is given by the RSO as a notification to the shooter that the Fire command is about to be given.
- Fire or Begin.** This indicates the shooter may begin the course of fire. A whistle or buzzer may be substituted in lieu of a verbal command.

●**Cease Fire or Stop:** Stop firing. (See below for Cease Fire Procedures)

●**Make Safe and Show Clear:** The shooter unloads firearm and shows clear to the RSO. The RSO then inspects firearms to ensure they are unloaded and all chambers, cylinders, and magazine wells will be both visually and physically checked to confirm the firearm is unloaded. The RSO gives a verbal and visual signal to the shooter that the firearm is unloaded, safe, and clear.

●**Slide Forward, Hammer Down, Re-holster:** RSO gives approval to drop slide forward, close cylinders, lower hammer and make safe (holster or case).

After the handgun is in an unloaded and in a safe condition, the shooter places their firearm into their holster. RSO will observe this action for safe holstering.

### **Cease Fire or Stop**

Anyone who observes an unsafe condition shall call a “Cease Fire”, or “Stop”. When a cease fire is called, anyone shooting or with a firearm in hand must immediately freeze, keeping the firearm pointed in a safe direction with their finger off the trigger until further instructions are given. The person who called the cease fire should follow up with additional commands: to unload and make safe or continue to shoot. This will be dictated by the condition that exists. The “Cease Fire” command is a serious situation, and should not be taken lightly.

### **6.7.0 Glossary**

**Safe Table:** An area or table where unloaded firearms may be handled for cleaning, repair or transitioning from a case to a holster and back. Handling of any ammunition is not allowed at the safe table.

**PCC:** Pistol Caliber Carbine is a rifle or carbine that fires pistol caliber ammunition such as, but not limited to 9mm, .40S&W, .45ACP.

**Properly holstered:** Properly holstered means the handgun is in a holster that is designed for the handgun, completely covers the trigger guard, and is capable of securely holding the handgun while moving about.