

**RANGE
STANDARD OPERATING PROCEDURE**



Prairie Fire Nevada
1 Prairie Fire Road
Pahrump, Nevada 89060

www.prairiefire.com

**DEDICATED TO THE PROMOTION OF SAFETY
SPORTSMANSHIP AND MARKSMANSHIP**

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Purpose

This procedure outlines the rules and regulations governing the use of the outdoor gun range located at the Prairie Fires facility with the physical address of 1 Prairie Fire Road, Pahrump, NV 89060. While shooting incidents are rare on ranges, the following range rules and regulations are established to ensure safety and discipline for individuals using the range as well as the safety for our neighbors and surrounding properties.

General

Live fire conducted at the range is designed to provide authorized personnel access to a facility where they can become proficient with firearms and practice individual shooting sports. Individuals using the range shall become familiar with these safety rules and procedures prior to using the range. The range safety rules and procedures help to provide range supervision and allow for enforcement of these rules to reduce or eliminate incidents from occurring.

All users are required to abide by and enforce these rules. All users are expected to politely point out to any user in violation of these rules, the nature of the violation, request they stop and if continued violation occurs, report the incident along with the violators name, if possible, to the **Range Safety Officer** on duty or Prairie Fire leadership for further action.

Definitions

Approved Firing: deliberate, controlled and aimed fire, which results in every shot hitting the impact berm.

Firing Line: that part of the range where shooting benches/yard lines are placed designated as a Live Fire Activities area.

Live Fire Activities: an activity that involves the firing of a gun. Individuals involved in a live fire activity include the shooter, Range Safety Officer, and supporting personnel such as score keepers, timers, and other individuals participating in a shooting activity on a Hot Range.

Range Safety Officer: an employee or designee of Prairie Fire NV that is charged with monitoring and enforcing all rules outlined in this SOP as they pertain to the outdoor range use.

Rapid Firing: firing more than two shots in a one second period.

Uncontrolled Firing: firing from the hip, firing a rifle/carbine/shotgun without the butt of the stock against the shooter's shoulder, or any other type of firing in which the firearm is not aimed by having the shooter's eye aligned with the firearm sights and the sights aligned with an approved target.

Cease Fire: shooters stop shooting, firearms are unloaded/cleared of all ammunition and magazine, placed on shooting bench/holster with actions open and muzzle pointed down range or holstered.

Hot Range: no Cease Fire is in effect; guns may be handled and fired.

Cease Fire Range: Cease Fire is in effect, stay away from shooting benches or hands off the gun in the holster and **NO HANDLING FIREARMS**.

Range Use Requirements

The use of the Prairie Fire NV outdoor gun range is covered by these Standard Operating Procedures (SOP's). These SOPs define what every person engaged in live-fire activities must know prior to being permitted to use the outdoor range facility. These SOPs define what every member and public participant must know to utilize the Prairie Fire NV outdoor range. These SOPs are available from the Prairie Fire office and website www.Prairiefire.com.

Restrictions

The following are strictly enforced on Prairie Fire property:

1. **ALL CELL PHONES on SILENT**. To be courteous to all shooters concentrating on hitting their target on the range, all cell phones are to be placed on silent or air plane mode.
2. No shooting at wildlife.
3. No shooting cross-range.
4. Shooters will not consume alcoholic beverages or drugs (including prescription and over-the-counter medications) that will affect his or her ability to participate with a maximum state of awareness and in a completely safe manner, before or during live fire activities. The Range Safety Officer will deny range access to anyone that is or appears to be in violation.
5. FULLY AUTOMATIC FIREARMS ARE PROHIBITED.
6. SLIDE-FIRE (Bump-Stock) STOCKS OR ANY OTHER DEVICE THAT MIMICS AUTOMATIC FIRE IS PROHIBITED.
7. 50 BMG CALIBER FIREARMS ARE PROHIBITED.
8. FIRING OF ARMOR-PIERCING, TRACER OR DRAGON'S BREATH SHOTGUN SHELLS AMMUNITION IS PROHIBITED. Armor piercing ammunition means a projectile or projectile core which may be used in a firearm and which is constructed entirely, excluding the presence of traces of other substances, of tungsten alloys, steel, iron, brass, bronze, beryllium copper, or a combination of tungsten alloys, steel, iron, brass, bronze, or beryllium copper.
9. ANYONE SHOOTING A 338 LAPUA MUST DO SO BY FIRST OBTAINING PERMISSION AND A SCHEDULED TIME. Anyone shooting a 338 Lapua must have a designated Range Safety Officer oversight during live fire of the gun.

10. No bullet impacts allowed off the range, into buildings, signs, storage containers, sheds, or any other structure or range feature not a Prairie Fire NV approved impact area.
11. No repeated misses of the target board, or bullet strikes that ricochet causing a danger of bullets leaving the range.
12. No disruptive activities, such as loud music or children that are not supervised properly on the firing line.
13. No loaded firearms are allowed on the Prairie Fire NV property other than on the Firing Line under a Hot Range condition. Exceptions to this are for Prairie Fire NV employees.
14. Handguns are not permitted on the rifle range unless the gun is fitted with optics for hunting purposes. The rifle range is reserved for long guns only.

Allowable Firearms

1. Handguns up to 45 Long Colt can be used on the pistol range and do not need to be checked in with the Range Safety Officer on duty.
2. Handguns with a caliber of 460 and larger along with AK and AR style pistols must be checked in with the Range Safety Officer on duty for any special designated range areas available for these large calibers.
3. Rifles (shoulder fired) - all calibers with the exception of those identified in the "Restrictions" section above.
4. Muzzle loaders - all types. Those individuals shooting muzzle loaders must check in with the RSO for bench assignments so as to not interfere with other shooters with the smoke discharge when firing.
5. Shotguns - all types.

Range Safety Officers

All Range Safety Officers (RSO) on duty are required to have taken the NRA Range Safety Officer training and possess a certificate identifying them as an NRA certified RSO.

RSOs are required as part of open shooting at the outdoor ranges. Everyone using the Prairie Fire NV open ranges must first receive a safety briefing given by the RSO before starting any live fire scenario. A designated RSO will be in charge of the firing line(s) and range at all times.

The RSO on duty is tasked with:

- Ensuring that all Prairie Fire NV members, guests, and customers adhere to the safety rules in this document.
- Stopping and addressing any and all unsafe behavior. The RSO will address an individual to inform and point out all unsafe behavior and ensure that they are

aware of any safety concerns. The RSO may call a "Cease Fire" and address the entire line at his/her discretion.

- Escorting anyone (to include members) off the range if the person(s) are deemed a safety risk to others on the range.
- Require anyone shooting on the range be given additional training before being allowed to shoot on the range again.
- Reporting to Prairie Fire NV leadership/management any incidents on the range to include:
 - Accidental discharges
 - Personal injuries such as slide bites, forehead scope hits, and etc.. that draw blood
 - Trespassers - to include wildlife, pets, and unauthorized people
 - Any other incidents deemed reportable

Range Rules

The rules for using the range are outlined as follows.

Liability Waiver and Age Restrictions

All users of the Prairie Fire ranges must fill out and sign a liability waiver or have one on file on each day that they use the range.

- See the "Children On The Range" section below for children under the age of 18.
- Individuals ages 18 - 20 will be permitted to use the rifle range for rifles and pistol range only if not accompanied by an adult 21 or older.
- Prairie Fire NV rules on age and gun possession are in line with federal and state laws.
- Individuals under the age of 21 who possess a handgun will not be allowed on the range and will be asked to leave the property unless accompanied by someone 21 or older.

Range Requirements

All users of the Prairie Fire NV open range must complete a range orientation/safety, briefing given by the RSO, prior to any shooting activity.

NOTE: The RSO on duty is tasked with the authority to require anyone shooting on the range be given additional training before being allowed to shoot on the range again and revoking their range use if that individual is deemed unsafe.

General Range Rules

1. Everyone is required to adhere to the written Range Safety Operating Procedures (SOP).
2. All scheduled event use of the range shall take precedence over any individual or personal activity.
3. All vehicles shall be parked in the designated parking area, unless authorized by the Prairie Fire NV management.
4. Range is to be used as posted, or as directed by the RSO on duty.
5. **Open Range Check-in Procedures**
 - Member/User signs in, signs waiver, pays and purchases targets at the General Store.
 - General Store Staff or Concierge calls Training Supervisor on duty for the RSO on duty.
 - RSO meets/greets member/user at General Store/concierge.
 - RSO signs out RSO range box and radio.
 - RSO must determine what member/user wants to accomplish during their time on the range. I.E., zero rifle, zero red dot, etc.
NOTE: If the individual has no training on the gun they brought then the RSO must call the Training Supervisor and ask for an instructor. The instructor will then give the individual 30 minutes or more of complementary training on the gun before the individual can use the range to practice.
 - RSO escorts member/user to their vehicle so the member/user can secure their gun, ammo and shooting gear.
 - RSO escorts member/user to the appropriate range and has them ground their gear. RSO gives the safety briefing that is in the RSO range box back at the tables then follows the range SOP on how to run the range. **Note: Hourly rate starts when their gear has been grounded on the shooting table and safety briefing has been given.**
 - RSO determines what distance member/user wants to shoot. RSO takes them down range to set up target/s.
6. Personal targets may be used if they meet the requirements of Prairie Fire NV. Plastic bottles, glass targets, tin or aluminum cans, explosive targets, and any other exotic items may not be used as targets at any time.
7. Exercise caution not to accidentally discharge guns in the direction of range property, range signs, and stationary furniture.
8. All shooting can only be done from the firing line.
9. No shooting of center fire rifles on the pistol range.
10. Offhand, sitting, and prone shooting of center fire rifles is only allowed on the rifle range in allocated bench positions assigned by the RSO.
11. If your rounds are not going to hit solidly in the berm - **DO NOT FIRE!**

12. Police up your brass and spent caps when finished shooting. All targets are to be removed from down range when finished shooting - but only during an RSO called "**Cease Fire**".
13. All shooters and spectators on the firing lines and staging areas must wear ear and eye protection. Safety ear and eyewear is available for rent in the General Store.
14. As part of the range safety procedures, all safety rules will be followed.
15. Live-fire times have been designated by Prairie Fire NV to be Monday - Sunday 0800 until 1600 or dark, whichever occurs first.
16. ALL firearms must be unloaded, cased, or actions open when taken to and from the firing line.
17. Inexperienced shooters are to advise the RSO if assistance is needed.
18. When a "Cease Fire" is called by an RSO, **stop all shooting and wait for instruction from the RSO.**
19. **NO firearms are to be handled or moved until the RSO gives a Hot Range command.** All firearms in need of cleaning or repair during a "**Cease Fire**" must move to a designated repair area as identified by the RSO.
20. Firing in a careless manner will not be tolerated. Shoot at your target only. Do not shoot at any elevation that will allow a bullet to travel over the backstop berm. **Any bullet strikes to facility equipment, structures, or the like other than a designated target carry a fine/fee to cover costs of replacement and/or repairs.** Those individuals firing in a careless manner will be dismissed from the range for the rest of the day. A Safety Incident Report will be filled out by the RSO and will be reported via radio to the General Store/Rentals staff for collection of fees.
21. NO open carry of a loaded firearm on your person is allowed. The RSO and Prairie Fire NV staff are the exception.
22. RSO commands and range rules must be accepted at this range. Challenge to any rule or RSO command may be made in writing or in person to the Prairie Fire NV leadership/management.
23. All children under 18 must be under adult supervision at all times while inside the range perimeter. Any adult supervising a child will not be allowed to shoot on the range leaving the child unsupervised.
24. The minimum age to shoot on the range by one's self is 18 for rifle/shotgun and 21 for handgun.
25. The RSO on duty will be equipped with first aid supplies, basic tools, and radio for communications with PrairieFire leadership/management, other RSO and General Store.
26. Keep your area clean - the RSO will enforce this. Please respect the equipment and clean up your area when you are through shooting. If you move something, PUT IT BACK. If you break something, REPORT IT so it can be repaired for future use. If you make a mess - CLEAN IT UP.

Children On The Range

1. Children under the age of 18 will not be allowed on the firing range without adult supervision from an adult member, parent, or guardian.
2. Children ages 5 and below will not be allowed on the range, or to be left unsupervised by a parent or guardian while in the clubhouse or left in a car.
3. Children ages 14 and under must be accompanied one-on-one with an adult parent or guardian with 100 percent eyes-on supervision. Adult in charge of watching each child will not be allowed to shoot.
4. Children will not be left unsupervised on the range or in the clubhouse at any time. Children found unsupervised will be escorted to the adult parent or guardian and asked to leave the property for the safety of the children and others using the facility. All children must be fitted with eye and ear protection while visiting the range. Ear muffs, ear plugs and safety eyewear are available in Rentals.

Range Safety

Range Commands

To indicate all shooting is stopped, emergency or hazardous conditions:

"CEASE FIRE"

To stop all shooting routinely or, in the case of an emergency, immediately. Participants immediately stop shooting, continue to keep the muzzle pointed down range, remove finger from the trigger, unload and clear the firearm placing the firearm on the bench or holstered with chamber in view and wait for further instructions.

"MISSFIRE"

To notify the RSO and other participants that a round did not fire when the trigger was pulled and to alert other shooters along the line that a hazardous condition may exist.

To prepare the range for live fire:

"MOVE FORWARD"

To get shooters into position to prepare to begin shooting. Shooters will move from behind the ready line to their assigned position. **DO NOT TOUCH FIREARM!** Get comfortable, adjust your position make sure you are on the correct side of the bench.

"PROTECTIVE GEAR ON"

To prepare the shooter for a safe experience. Shooters should put on first their eye protection then ear protection. **Note: eyes protection on at all times outside.**

"YOU MAY PICK UP YOUR FIREARM"

To prepare line for firing. Shooters will pick up their firearm, sight in on the target, make any final adjustments and prepare to load.

"LOAD and MAKE READY"

To notify the shooters that they may load their first round. Shooters will load their first round and keep finger off the trigger and stand ready for the next command.

"IS THE LINE READY?"

To determine if all shooters along the line are ready. All shooters NOT ready should indicate their status to the RSO. Sufficient time will be allowed for the shooter to complete his/her preparation.

"READY ON THE RIGHT?"

To declare that the shooters have indicated they are ready on the right side of the range. Any shooter not ready at this command may choose to either alert the RSO that he/she is not ready or to complete the process of getting ready before the final command has been given.

"READY ON THE LEFT?"

To declare that the shooters have indicated they are ready on the left side of the range. Any shooter not ready at this command may choose to either alert the RSO that he/she is not ready or to complete the process of getting ready before the final command has been given.

"READY ON THE FIRING LINE?"

To notify all shooters that the range is about to be under live fire and that if anyone is not ready at that point, he/she should notify the RSO; Otherwise await the next command. Shooters simply await the next command.

"COMMENCE FIRING" or "HOT RANGE"

To declare the range formally open for live fire. The shooters may commence the prescribed course of fire.

To STOP FIRING and declare the range SAFE:

"SHOOTERS, YOU HAVE x MINUTES REMAINING"

To alert all shooters that a general cease fire is about to be called and to allow the slower shooters to complete the course of fire.

"CEASE FIRE"

To stop all firing. All shooters shall open the bolt/cylinder, clear the chamber, remove the magazine - unload the cylinder and lay the firearm down or holster with the bolt/cylinder open or visible and wait for further instructions.

"COLD RANGE"

To inform the firing line that the range is safe. The RSO is telling all shooters that all guns are unloaded.

Other Common Commands:

"ON THE FIRING LINE"

To tell shooters to take their assigned place at their firing point and prepare to fire, but do not load.

"CEASE FIRE - ACTIONS OPEN, SAFETIES ON!"

To notify the shooters to stop firing immediately and all chambers and magazines are unloaded and shooters leave the firing line with the actions of their firearms open.

"GO FORWARD, CHECK, SCORE TARGETS AND PASTE"

Authorizes shooters to move downrange to score, change, remove or repair target faces.

"RANGE IS CLEAR, YOU MAY HANDLE YOUR FIREARMS"

Shooters may approach the firing line and handle their firearms since no personnel are down range.

"MOVE OUT OF POSITION AND REMOVE YOUR EQUIPMENT FROM THE FIRING LINE"

Authorizes shooters to remove their gear.

"POLICE YOUR ASSIGNED FIRING POINT"

Shooters are to pick up their spent ammunition and clean their firing point of all debris.

"AS YOU WERE"

Means to disregard the previous command just given.

"CARRY ON"

Means to proceed with whatever was being done before the interruption occurred.

"REMOVE PROTECTIVE GEAR"

Shooters may remove protective gear.

"MOVE BACK BEHIND THE READY LINE"

Means to move behind the ready line and wait for further instructions from the RSO.

"YOU MAY GO CHECK YOUR TARGETS"

Shooters may move downrange to the target area.

Firearms Carry & Handling

1. Except when shooting on the range, all firearms outside a case "open carry" must always be unloaded, with the magazines/cylinders out and chamber empty.
2. Firearms in a bag or case must remain in the bag or case when transporting them between the parking lot and range.
3. Hot Range Procedure: proceed to a shooting bench as directed by the RSO. Uncase the firearm with the muzzle pointing downrange ensuring the action is open, only take out magazines and ammunition out of the case for the firearm to be shot. Only one firearm on the firing line bench at one time.
4. Cease Fire Procedure: Remain behind the firing line and do not uncase any firearms until the cease fire has been completed and the range is back to a hot range status. Uncase the firearm with the muzzle pointing downrange ensuring the action is open, only take out magazines and ammunition out of the case for the firearm to be shot. Only one firearm on the firing line bench at one time.

Cease Fire Procedure

1. When a verbal "**Cease Fire**" is heard all shooting must stop immediately, unload firearm ensuring the chamber is empty and remove magazines.
2. Fix actions open and insert empty chamber flag, if needed.
3. Place firearms on the bench with muzzles pointed downrange, in a proper rack with muzzles pointing up or holstered.
4. Before anyone moves downrange, all persons must move behind the firing line and acknowledge the cease fire verbally or visually to the RSO.
5. Fly Cease Fire Flag (white flag)
6. Absolutely no firearm handling during a cease fire. Everyone is either downrange at the targets, picking up brass in front of the firing line, or behind the firing line.
7. Brass forward of the firing line may be picked up during a cease fire, but the person must then return behind the firing line without stopping at the shooting bench.
8. Chronographs may be set up only when everyone has returned from downrange while the range is "**Cold**". The chronographer should be the only person in front of the firing line. The chronographer may handle the firearm to line it up with the chronograph but may not load the firearm until a Hot Range is in effect.
9. Anyone handling a firearm during a cease fire or carelessly sweeping people on a Hot Range should be reported to the RSO.

10. **AT ALL TIMES THE GUN SAFETY RULES MUST BE OBSERVED:**
 - a. Always: keep the gun pointed in a safe direction
 - b. Always: Sights on target finger on trigger, sights off target finger off trigger
 - c. Always know your target and what lies beyond it
 - d. Always keep the gun unloaded until ready to use (open ranges)

Firing Line Rules

1. Eye protection is mandatory at all times on the range to include staging areas. Designated spectator areas are required to wear eye protection.
2. Ear protection is mandatory at all time in all range designated areas during Hot Range (live fire) activities. Designated spectator areas are required to wear ear protection.
3. Each firing position is labeled to a corresponding target stand position. Shooters must only shoot in their prospective shooting lane.
4. Rifle Range: while firing off a bench or otherwise, bullets may not leave the impact area. The shooter must not be able to see above the berm (no blue sky).
5. Pistol Range: bullets may not leave the impact area. Anyone caught firing over the berm will be escorted off the range by the RSO after calling a Cease Fire. No warnings will be given.
6. During a cease fire, all firearms are to be unloaded and empty chamber flags inserted, if needed, into the chamber.
7. No one is allowed forward of the firing line unless the range has been declared safe by the RSO.
8. Once on the firing line, a firearm's muzzle must be pointed down range at all times or holstered.
9. Loaded firearms must be pointed down range with barrel horizontal at all times or holstered.
10. Only one firearm and matching ammunition is allowed on the bench at one time unless approved by the RSO.
11. Only shooting from the bench is allowed, unless approved by the RSO.
12. Shoot only at designated targets.
13. If there is a misfire be sure to keep the muzzle pointed down range (preferably on target) for at least 30 seconds, in case it is a hang fire.
14. After a misfire or stoppage, the firearm must be cleared. A misfire is when a cartridge does not fire after the primer has been struck by the firing pin. A hang-fire is a perceptible delay in the ignition of a cartridge after the primer has been struck by he firing pin. The normal procedure for handling misfires or hang-fires is to:
 - i. Keep the gun pointed downrange (safe direction).
 - ii. Wait at least 30 seconds in case it is a hangfire. With muzzleloaders, wait at least two minutes.
 - iii. Squib load is when there is less than normal pressure or bullet velocity after ignition of the cartridge and the bullet

gets lodged in the barrel. The normal procedure for handling a squib load is:

1. Stop firing immediately
 2. Keep the gun pointed downrange
 3. Unload the gun - make sure the chamber is empty
 4. Insert a cleaning rod down the barrel from the chamber end (if possible) to make sure the bullet is not lodged in the barrel.
15. Only one shooter's target is allowed per frame, unless approved by the RSO.
 16. Smoking is not allowed under any circumstance on the range, staging areas, or spectator areas. Smoking is only allowed in a designated area outside the range.
 17. **IN ALL CASES THE RSO'S DECISIONS ARE FINAL AND BINDING. HIS/HER DECISIONS ARE BASED ON THE CURRENT SITUATION AS IT EXISTS, AND HIS/HER JUDGEMENT DICTATES. THE RSO'S DECISIONS MAY SUPERCEDE THE GENERAL PRINTED RULES OR SOP.**

Range Rules Specific to Black Powder Firearms

1. No smoking around black powder firearms period. This includes any black powder firearms situated in a designated smoking area.
2. No charging of muzzleloaders from powder cans or flasks. They are only to be charged from a powder measure, pre-measured charges, or pellets.
3. Muzzleloaders are to be loaded at the tables behind the firing line, but they are to remain visibly uncapped (such as in the half-cock position, or in the case of flintlocks the pan unprimed with the frizzen open and hammer down) until they are on the firing line and ready to fire.
4. Powder containers are not to be brought up to the firing line. They should be kept on the staging area tables/benches behind the firing line. Close all powder containers when not in use. Only small quantities of priming powder are allowed on the firing line.
5. Muzzles must remain pointed vertically until the loaded firearm is brought to the firing line. Once primed or capped, the muzzle must remain at or below the horizontal position.
6. Clearing a misfire
 - i. Wait a minimum of two minutes to ensure that the gun will not go off due to hangfire.
 - ii. Remove the cap or check the flint. Clear the flash channel to ensure the flash will reach the powder, then recap or prime. Attempt to fire.
 - iii. If it still fails to fire, use a hand-held CO2 discharger to blow the load downrange. There are adapters designed to fit every type of muzzleloader.
 - iv. Check the bore for a load (insert ramrod into barrel to check if there

- is already a load in the barrel.
- v. Half-cock/position the gun for loading (pull the hammer to half-cock and position the gun. Stand the gun on the ground between your legs so that the muzzle is pointed up and away from your body. Never work directly over the muzzle.

Emergencies and Incident Reporting

In the event of an Emergency follow these procedures:

1. Cease Fire Immediately.
2. Notify the RSO.
3. Follow all instructions given by the RSO.
4. Offer assistance if you are able.
5. Take charge of the situation. Determine seriousness of injury.
6. Render aid. First-aid kit is located in the RSO duty pack.
7. Use RSO radio to notify leadership/manager on duty to call for help. Manager on duty will call 911 (**Nye County # (775)751-7000**).
8. Direct help to location. Stand post by the main gate to direct emergency personnel as needed.
9. There is an Automatic Defibrillator device located in the Member Lounge of the main building.
10. Take notes as soon as practical. Interview witnesses and get written statements. Safety Incident report sheets are located in the RSO duty pack.

First Aid Procedures

All personnel rendering first aid should be aware of the precautions surrounding bloodborne pathogens in the event of an accident. The following guidelines should be followed if someone is injured and you come in contact with biohazardous materials including but not limited to: blood, secretions, cerebrospinal fluid, synovial fluid, pleural fluid, pericardial fluid, peritoneal fluid, amniotic fluid, any body fluid visibly contaminated with blood, any un-affixed organ or tissue from a human living or dead, and the disposal of cleaning items and first aid dressings.

Universal precautions should be used; all blood and body fluids listed above must be treated as potentially infectious. Government guidelines can be found at www.OSHA.gov, search for OSHA Occupational Exposure to Bloodborne Pathogens.

Personal Protective Equipment

The following equipment should be used when coming in contact with biohazardous material:

1. Gloves, eye and face protection
2. Fluid-proof over garments
3. Shoe coverings

4. Resuscitation mouthpieces for CPR

Procedure for Cleaning Surfaces Contaminated with Biohazardous Material

Only those personnel trained and designated as the Bloodborne Pathogen Team should be in charge of the cleanup procedure.

1. An approved Bloodborne Pathogen Cleanup Kit must be used for cleaning if at all possible.
2. If a large amount of blood or other biohazardous material exists on surfaces or on equipment, the area must be roped off with "Caution Biohazard" tape. The personnel in charge of the cleanup must adorn whatever amount of personal protective equipment is needed for protection. The biohazardous material must be wiped up with paper towels or sprinkled with liquid-congealing powder. The paper towels or powder must then be placed in a red biohazard bag.
3. The surface, floor, or equipment must then be decontaminated using an approved germicidal liquid. The solution must remain on the surface for ten minutes or as directed and then wiped off with water. In addition to commercially available germicides, a 1 part solution of sodium hypochlorite (common household bleach) to 10 parts water prepared daily is an effective germicide.
4. For a small drop of blood or other biohazardous material that exists on a surface or equipment, wipe off with approved germicidal liquid. Do not use rubbing alcohol as a cleaning solution as it does not kill viruses. The solution must remain on equipment or surface for 10 minutes and then wipe off with water.
 Disposal of Contaminated Material (i.e. paper towels, personal protective equipment, saturated dressing): All contaminated materials including personal protective equipment must be placed in a red biohazard bag; the bag must be closed with a metal twist closure or tied in a knot. The bag must then be taken to a Biohazard Laboratory for proper disposal.

Range - Opening Procedure		
Tasks		
	RSOs reporting for duty will:	Check
1.	Check out RSO duty box in the General Store.	
2.	Ensure all items are in RSO duty box: <ol style="list-style-type: none"> a. Copy of this SOP b. Full first aid kit c. Tourniquet d. Pens/Pencils e. Sharpie Marker f. Note Pad g. Witness statement sheets h. Incident report sheets i. Rubber Gloves j. Range inspection sheets k. Range flags (Red and White) 	

3.	Check out Radio and test with Country Store staff on duty	
4.	Check out RSO vest (Should be in the RSO box)	
5.	Fill water cooler(s) with sufficient water and ice and place in designated area(s)	

Shotgun Range Tasks		
RSOs will:		Check
1.	Check each station and make sure that all throwers on that station are working. Repair any wiring if needed. Contact Jay Krug for any questions or parts needed.	
2.	Check all throwers to make sure they are full. Verify that you are using the correct targets.	
3.	Check all stands and make sure they are in good condition and that all hardware is mounted properly and in good working order.	

Range - Operating Procedure		
Range inspection Checklist Tasks (Rifle/Handgun)		
RSOs will:		Check
1.	Ensure that there are no hazards/obstructions between the firing line and the impact area. Keep the area clean.	
2.	Correct any problems before opening the range.	
3.	If a problem is found that can't be corrected immediately you will have to determine if the range can be run safely with the existing problem. For example: If a section of the primary impact berm is damaged or eroded away, the range could still be opened but the affected section/bench will not be used. However if you determine that the range cannot be operated safely - DO NOT OPEN THE RANGE. Report the problem to the Training supervisor as soon as possible so they can address the problem.	
4.	Extra safety glasses, and ear protection will be made available to shooter(s) in limited quantities by the Country Store.	
5.	Make sure all target frames are in good working condition. Replace backer boards as needed.	

For each shooter using the range (All Ranges)		
RSOs will:		Check
1.	Ensure shooter(s) receive a range safety briefing in order to use any of the ranges and be assigned a bench.	
2.	Family members of employees are paying customers and are to be treated as a customer and follow the same rules as a paying customer. Family of employees are defined as a spouse, and sons and daughters of the employee and/or spouse under the age of twenty-one (21). Family of employees may shoot for no fees, but only if there are operating range benches available. Paying customers have priority.	
3.	Check to see if the individual has any rental items such as electronic hearing protection or other item/s.	
4.	The RSO will insure when a shooter(s) has completed their shooting session, brass policed, bench area cleaned up and rental items are	

	returned to the General Store, the RSO will inspect the area and determine if the individual can be released .	
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In the event of an incident (All Ranges)		
RSOs will:		Check
1.	ANY minor injury- slide bite, forehead scope event, or any other minor injury event that draws blood or otherwise injures a shooter or by-stander, an incident report will be filled out by the RSO and signed by the shooter(s) - or witness if shooter(s) is not able to sign.	
2.	ANY Catastrophic or serious/fatal injury- RSO or ANY shooter/bystander on the range will call a CEASE FIRE! RSO will radio all RSOs and Rental manager on duty to CEASE FIRE on all range and lock-down the entire facility while emergency and first responders perform necessary tasks. Range closure may be necessary, and in the case of a range closure of this nature, SAFETY FIRST by following first responder and RSO directions followed by SAFE egress of shooters and members from the range to either the General Store building or from the property as directed.	
3.	ANY Accidental Discharge- RSO will fill out an incident report and have shooter(s) and/or witness(es) acknowledge and sign report. It will be up to the RSO to determine if the shooter(s) can remain on the range or if their shooting session is concluded.	

Making The Line Hot		
RSOs will:		Check
1.	After all shooters are back from putting out target frames or changing targets and are back behind the benches and the firing line, double check to insure that no one is down range.	
2.	After confirming that the range is clear and it is safe to shoot, announce: "PUT ON YOUR EYE AND EAR PROTECTION. "	
3.	After confirming that everyone on the range has put on their ear and eye protection, announce: "THE LINE IS HOT, YOU MAY COMMENCE FIRING WHEN YOU ARE READY."	
4.	Fly Hot Range Flag (red flag)	
5.	An RSO must always be monitoring the firing line condition. If the RSO must help a shooter and is on duty alone, the line must be shutdown until he is free to continue his duty.	

Making The Line Safe		
RSOs making the line safe will:		Check
1.	A couple of minutes before calling a cease-fire, warn shooters of the upcoming target change by announcing: "LAST ROUND, ONE MORE ROUND BEFORE CEASE-FIRE."	
2.	Go down the firing line and inspect all firearms. Confirm that: a. All firearms are unloaded with detachable magazines removed.	

	<p>b. Their actions are open with chambers empty and visible (chamber flags inserted if available) and safeties applied.</p> <p>c. If an action cannot be locked open, use an empty case, chamber flag, or other inert object to keep the action from fully closing.</p> <p>d. Muzzleloaders unloaded, visibly uncapped (or in the case of flintlocks the pan unprimed and the frizzen open and the hammer down).</p> <p>e. Everyone is standing back behind the firing line, away from the benches.</p> <p>f. No one is touching a firearm.</p>	
3.	Announce: "THE LINE IS SAFE. YOU CAN NOW GO DOWN RANGE AND CHANGE/CHECK TARGETS. THERE IS TO BE NO HANDLING OF FIREARMS UNTIL FURTHER NOTICE."	
4.	<p>Remind shooters to:</p> <p>a. Stay away from the shooting benches and stay behind the firing line while people are forward of the benches down range. Spent cases around the benches can not be picked up now. They can be picked up later when all shooters have returned back behind the firing line and the RSO gives the command to approach the benches.</p> <p>b. Take staplers, tape, and any other target items with them down range so as to minimize the time spent down range.</p> <p>c. Keep their safety glasses on down range at all times.</p> <p>d. Now is also a good time to pick up any brass that has fallen forward of the benches and cement pad and to deposit it in the designated brass buckets if they don't want it. Brass on the firing line can be picked up after the RSO gives the command to do so after all shooters have returned behind the firing line.</p> <p>e. Bring their target frames back if they are done shooting.</p>	

Range - Closing Procedure		
RSOs will:		CHECK
1.	Make the line safe for the last time. Verify firearms are empty and cleared prior to directing everyone to case their firearms before declaring the line safe and allowing shooters down range.	
2.	Maintain observation of the line until all shooters have removed their firearms and gear from the range.	
3.	Replace any target frame backer or target frame, if needed.	
4.	Pick up all trash and dispose of it properly.	

5.	After all shooters have left the range, turn off all lights and electrical equipment if needed.	
6.	Insure that everyone has left the range.	
7.	Ensure all items are in RSO duty box and replace/refill items that were used for the shift: Copy of this SOP, Incident Reports, FULL first aid kit, Tourniquet, Pens/Pencils, Sharpie Marker, Note Pad, Witness statement sheets, Rubber Gloves, Trauma Kit, Range inspection sheets, RSO vest and range flags.	
8.	Check in RSO duty box at General Store.	
9.	Check in Radio at the General Store.	
11.	Drain and put away assigned range water cooler(s).	
12.	Verify that all rental items have been returned to the General Store and close the range.	

Eye Witness Form

What did you see?

What did you hear?

What did you do?

Signed _____ Date _____