

STANDARD OPERATING PROCEDURES

Merrill Shooting Range

RANGE OPERATIONS GUIDE

1. General

Live firing conducted at the Merrill shooting range is designed to provide authorized users access to a safe facility where they can become proficient with firearms

2. Facilities for Use

Range availability is at the discretion of the Merrill Police Dept. Merrill PD. will establish the operational days and times for the range and may close all or part of the range for other activities or safety concerns.

Hours are 10 AM till Dusk, Range will be closed during times of **farming activity**.

Always close and lock the gate after use. (Each member will have their own key)

No vehicles including ATV/UTV or golf carts outside of designated parking.

At high usage times keep time limits to an hour and report anyone abusing their time.

3. General Rules and Safety Requirements

The Chief of police in cooperation with the Merrill City Council makes all decisions regarding safety. These decisions are final. The Range Safety Officer (RSO) on duty handles the daily operation of the range and is responsible for all safety and handling practices while on the range.

a. Treat all firearms as if they are loaded at all times.

b. Keep finger off the trigger until aimed at target.

c. Never let the muzzle cover anything you are not willing to destroy.

d. Know the target and what is beyond.

e. No intoxicating substances of any kind or intoxicated people are allowed on the range.

f. Cooperate with others as to cease fires for target placement and obey all range commands.

g. Shoot only in the appropriate direction from the designated firing lines.

- h.* Fire at authorized targets only. Check with range safety or Merrill police for target info.
- g.* Police all brass, paper, and other debris that accumulates on the range. Anything brought in is to be removed when you finish. Clean up after yourself.
- i.* Fire only on designated lanes. No cross fire between lanes, and never over berms!
- j.* Fire only authorized firearms and ammunition.
- k.* Use of appropriate ear and eye protection is mandatory for all individuals.
- l.* Ensure all projectiles impact within the established range safety limits.
- m.* Call "Cease firing" and make safe all firearms when observing any unsafe condition or when a shooter moves forward of the firing line.
- n.* Notify the Range Safety Officer (RSO) or Merrill PD. Of any safety infractions.
- o.* Do not climb on the berm or target backstops. Respect the facilities.
- p.* Children under 18 are to be supervised and under the control of an adult at all times.

4. Authorized & Prohibited Firearms and Ammunition

- a.* No .50 caliber BGM rifles allowed on the range.
- b.* No armor piercing, jacketed or tracer ammunition.
- c.* No fully automatic firearms.

5. Authorized Targets

- a.* Paper and cardboard.
- b.* Metallic targets approved by Merrill police.
- c.* No cylindrical or spherical objects that could shatter or cause ricochets
- d.* No exploding targets
- e.* No trash or anything that will leave trash behind.
- f.* Targets must be twenty four inches from the ground and never higher than the target backstop.

6. Authorized Personnel

a. Members of the Merrill shooting range. Each member will fill out forms and be issued a key for access to the range.

b. Immediate family members of the above.

*everyone must sign a Hold Harmless Agreement and must be listed on the membership form.

7. Range Personnel

a. Range Safety Officer.

The RSO is responsible for the continued safety of the range. If an unsafe condition exists he will shut down the range complex and inform the Merrill PD of the condition that caused this shutdown.

(1) The RSO is appointed by the Chief of police.

(2) The RSO will check membership and insure the rules of the range are followed.

(3) The RSO must complete a range orientation conducted by the Merrill PD or their designee.

(4) The RSO will report all serious problems to the Merrill PD.

* Notify the Merrill PD of altercation details, license numbers and names.

* Call 911 if it is a serious safety problem and/or damage to property. Do not confront armed individuals.

c. Assistant Range Officers

(1) Assist the Range Safety Officer in daily range operations.

(2) Enforce Range Rules

(3) Periodically walk the ranges to ensure safety rules and Range Rules, in general, are observed.

(4) Perform minor range maintenance, cleaning and general upkeep.

(5) Repair and re-face target frames.

(6) Perform other duties assigned by the Range Safety Officer

8. Range Areas

a. All ranges

1. Must have an approved RSO on call at all times
2. Comply with all general rules and safety requirements.

b. Registered member use areas

(1) General rules

- i. Have your permit with you at the range. (key with member number and a valid ID)
- ii. Always close and lock entry gate when you enter or exit. (To ensure members only access).
- iii. Check downrange for other shooters or range maintenance personnel. Do not set up downrange or up range of other shooters.
- iv. Be prepared to share the range facilities with others. Be cooperative. (Follow time frames)

(2) Rifle range

- i. Do not shoot across the range to other than your position target
- ii. Do not shoot at the ground, at non-approved targets, or above the berm.

(3) Shotguns

- i. Throw clay targets in the approved direction.(get prior approval before doing).
- iii. use only on close range targets.

(4) Pistol range

- i. Do not shoot across the range to other than your position target
- ii. Do not shoot at the ground, at non-approved targets, or above the berm.
- iii. Be cautious of hot brass for other shooters.

9. Alcoholic Beverages and Drugs

*Alcoholic Beverages and Drugs are not permitted on the Range.

*Shooters may not consume alcoholic beverages or drugs before or during using the range. Merrill will deny range access and ban anyone in violation.

10. Emergency Procedures

- Render first aid if qualified.
- Call 911 for help via cellular telephone if necessary.
- Direct help to location.

12. Steps in using the RANGE

1. Review: Range Safety Rules

- a. Always keep the gun pointed in a safe direction.
- b. Always keep your finger off the trigger until ready to shoot.
- c. Always keep the gun unloaded until ready to shoot.
- a. Cease Fire! May be shouted by anyone for a safety issue.
- b. Eye and ear protection is mandatory for everyone on the range.
- c. Misfires must be flagged and cleared in the firing position on the range.
- d. Cleaning hands and face after a shooting session is recommended.

3. Identify target lane for the distance wanted.

- a. lanes 1 & 6 are 100 yards
- b. lanes 2 & 5 are 75 yards
- c. lanes 3 & 4 are 50 and or 25 yards
- d. lanes 7 – 10 are 20 yards (pistol range)

4. Prepare target area (set targets). Make sure the targets are in front of the backstops.

5. Place firearms at shooting stations (safe handling protocol).

6. Make sure the range is CLEAR. No people or animals are down range.

7. Prepare firearms for shooting (safe handling protocol).

8. Fire. Continue to insure the range is safe at all times.

9. At any time it's needed to go downrange NO ONE is allowed on the firing line.

10. After firing insure Firearms are gathered and stored.

11. Targets and equipment are gathered and stored.

12. Police the area for brass, water bottles, targets, and trash – pack it out!

APPENDIX A

NRA Gun Safety Rules

Three Fundamental NRA Rules for Safe Gun Handling

1. Always keep the gun pointed in a safe direction.
2. Always keep your finger off the trigger until ready to shoot.
3. Always keep the gun unloaded until ready to use.

Rules for Safe Use

4. Know your target and what is beyond.
5. be sure the gun is safe to operate.
6. Know how to use the gun safely.
7. Use only the correct ammunition for your gun.
8. Wear eye and ear protection as appropriate.
9. •Never use alcohol or drugs before or while shooting.
10. Know and obey all range commands.
11. Know where others are at all times.
12. Shoot only at authorized targets.
13. Do not handle a firearm or stand at the firing line where firearms are present while others are downrange.
14. Stop shooting immediately upon the command of “Cease Firing.”

NRA Hygiene Guidelines

- Refrain from eating, drinking, and smoking, applying makeup, or otherwise placing hands in proximity to the mouth or nose while on the range or cleaning a gun.
- Wash your hands and face with cold water after leaving the range or cleaning area before eating, or drinking.

- Change and wash clothing after a shooting or gun cleaning session to minimize exposure airborne particulate lead or solvent and cleaning product residues.

Range Commands

- “CEASE FIRE—ACTIONS OPEN, SAFETIES ON!” notifies shooters to stop firing immediately and all rifle chambers and magazines are unloaded and shooters leave the firing line with the actions of their rifles open.