

# **DANIEL BOONE GUN CLUB**

## **STANDARD OPERATING PROCEDURES**

### **RANGE LOCATION AT**

### **8401 State Route 62 W, Chandler, IN 47610**

(This is not a mailing address. Mailing address is PO Box 3383, Evansville, IN 47732)

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# CHAPTER 1

## HISTORY and ORGANIZATION

Early records of the Daniel Boone Gun Club and its founding have long been lost. We have accounts of the early days of the club by word of mouth from one of the founders, and a descendent of one of the founders.

The Daniel Boone Gun Club started in or about 1943 as a group of war workers and shooters too young or too old for the draft gathered near Pigeon Creek, not far from Stringtown Road, to shoot black powder rifles. The outcome of World War II was still in doubt at the time, and “modern” ammunition simply wasn’t readily available on the home front.

In the years after the war the black-powder shooters merged with a group of local police officers who were shooting together as the “Pocket City Shooters”. In 1955 Daniel Boone Gun Club was incorporated in the State of Indiana and chartered as an NRA club.

The exact order of events is unclear, but it was in the early post-war years that George Bevin, who was one of the early black-powder shooters and who had worked at Chrysler Ordinance during the war, helped to arrange the purchase of part of Dick Porter’s farm for a shooting range. The members of the club came together to build a shooting range on that property.

Perhaps influenced by the form of competition familiar to the old Pocket City shooters, the form the range took on the small piece of land available was that of a bullseye shooting range with sixteen, twenty-five and fifty-yard stations, and with a few stations for shooting rifles at one-hundred, two-hundred, and three-hundred-yard ranges. This arrangement also worked nicely for the black-powder shooters, who normally shot at twenty-five, fifty, and one-hundred-yard range.

Several generations of shooters used that original facility. Families grew up attending events and social gatherings there, and bullseye shooting teams traveled from Daniel Boone to compete in matches all over the mid-west and at the Nationals at Camp Perry, Ohio. Daniel Boone Gun Club hosted bullseye matches that drew in competitors from all over the country, including Army, Navy, State Police, and County and local police organization teams. During that period the Daniel Boone Gun Club men’s and women’s teams won several State titles, and Daniel Boone has produced quite a number of individual State Champions, both men and women, in Indiana and surrounding states.

The Club became affiliated with the Civilian Marksmanship Program (CMP) and held a few high-power rifle matches to qualify members to purchase M1 Garands and M1 Carbines from the CMP at very low prices, even for the times. Daniel Boone Gun Club is still a CMP affiliate, and members can still purchase surplus arms and other items from the CMP.

During the 2000-2003 period the state decided to make State Route 62 wider. Much of the club’s original land was lost to the road expansion, but the club was able to purchase the site it now occupies from the farmer who owns the fields to the west of the range. Club members again came together to build a new range facility, this time with the help of some important contributions from Irving Materials, Inc. (IMI)(concrete), and Hobgood Post Frames (structures). Other structures have been added in the years since, and crews of members still do most of the maintenance and upkeep work at the range.

Today the Daniel Boone Gun Club range is a single-use facility. It is a single range with target points at 25, 50, 100, and 200 yards, and with a single clay thrower at the east end of the range, all using a common firing line. There is no provision for operating any part of the range independently from

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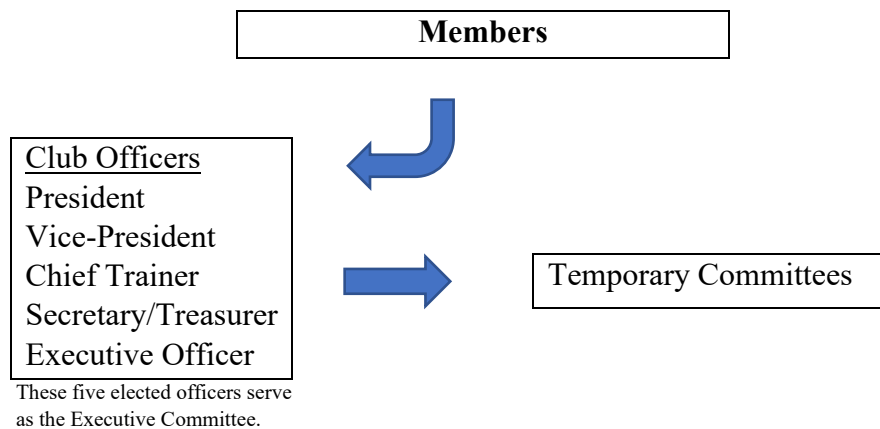
other parts of the range. Flooding during late winter and early spring assures that there will always be plenty of work to do, and limits what can be done with the range property, while the size of the range property and the parking area make a cap on the number of members and potential users of the range necessary.

Daniel Boone Gun Club still hosts NRA and CMP precision pistol competitions every season, and members have made adaptations that allow for the occasional hosting of precision rifle competitions. There are club-centered competitions from time to time, and members who have a passion for a form of shooting competition suited to the existing range property are welcomed to step forward and share their ideas and their talents.

Currently the membership cap is set at three-hundred (300) members. The membership cap is set by vote of the membership. Limited parking and shooting facilities go into the decision of where that cap should be set, along with usage patterns and other factors that change from time to time.

Members must be at least eighteen (18) years of age, of good repute, citizens of the United States of America, members of the NRA, never convicted of a crime of violence and not legally barred from possession or use of firearms, and not a member of any organization that has as one of its purposes the overthrow by force and violence the Government of the United States or any of the political subdivisions.

### Club Organizational Chart



## NON-PROFIT ORGANIZATION

Daniel Boone Gun Club is a not-for-profit corporation incorporated under the laws of the State of Indiana.

## CHAPTER 2

### EMERGENCY ACTION PLAN

This Emergency Action Plan has been established to provide guidelines for use in any emergency arising at the Daniel Boone Gun Club range facility, with the object of obtaining appropriate help as quickly as possible, while providing for the safety and well-being of others at the facility, and for the community at large.

This Emergency Action Plan is for the use of any member or members present during an emergency at the Daniel Boone Gun Club range facilities. This Plan applies to any emergency, and is not restricted to firearms-related injuries or accidents. If a member's guest is injured, the member is responsible for acting as outlined in this Emergency Action Plan. In the event of an emergency:

1. Take charge of the situation. (Anyone present may take charge!)
  - a. Immediately direct everyone present to cease firing, unload, stay in place.
    - i. Firing must not resume until the emergency is resolved. First-responders must not be put in a position of arriving at a scene where firing is in progress.
  - b. Evaluate the situation
    - i. Minor or major injury?
      1. IF THE INJURY CANNOT BE TREATED WITH THE CONTENTS OF THE FIRST AID KIT AT THE RANGE IT SHOULD BE TREATED AS A MAJOR INJURY.
    - ii. If the injury is major, call for help immediately!
    - iii. If *YOU* are the injured party, and you decide to leave under your own power to seek treatment, please submit a completed injury report form to the Executive Committee as soon as possible after receiving treatment. Injury report forms are available at the range or by contacting the Executive Committee.
  - c. Designate helpers if necessary to secure the area, guide incoming help, take statements, make notes, take pictures, stay with the injured, assist in communications, etc.
2. Render aid, within scope of training.
  - a. Ask if anyone present is trained in first aid
    - i. Before giving aid, caregiver should identify self and qualifications to provide aid.
    - ii. Ask permission of the injured before rendering aid, refrain from giving care if the injured objects.
    - iii. Assume permission if the injured is unresponsive or if the injured is an unescorted minor with a serious injury.
    - iv. Stay with the injured until help arrives.
    - v. Do not dispense aspirin or other medications unless directed by EMS or Poison Control Center.
  - b. Location of first aid kit: east end of range, midway along south wall, inside. (Revised 3/18)
  - c. Good Samaritan Law protects aid-givers in emergency so long as they act in a *reasonable and prudent* manner.
  - d. Determine level of care needed. (Call for help or treat at scene.)

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- i. DO NOT MOVE THE INJURED PERSON unless the danger of further injury is greater by leaving the injured in place than in moving the injured to a safer location.
      - e. Gather information for emergency phone call
    3. Call for help, if required.
      - a. Call 911.
        - i. Stay on the line until the 911 dispatcher says you may hang up.
        - ii. Do not leave the range facility until the help dispatched arrives.
      - b. Give the dispatcher necessary information:
        - i. Location: Daniel Boone Gun Club, located on the north side of Hwy 62, 4 miles East of I-69 intersection; GPS/Mapping address is 8401 State Route 62 W, Chandler, IN 47610
        - ii. Phone number from where call is being made
        - iii. Your name
        - iv. What happened (briefly)
        - v. How many people injured; condition of injured
        - vi. First aid provided
        - vii. Location of person who will direct help to the scene
        - viii. Any hazards the emergency responders will encounter on arrival
  4. Direct medical help to location.
    - a. Position one or more persons at the road entrance to the range to direct emergency vehicle.
  5. Take notes (reports).
    - a. Take notes on the times actions were taken.
    - b. Get statements from witnesses
      - i. IMPORTANT: No one who was present when the emergency occurred should leave without first making a statement for record and leaving contact information for later follow-up.
    - c. Preserve the scene of the emergency as undisturbed as possible until investigations have been conducted. Take photos of everything!
    - d. Secure the belongings of the injured.
    - e. Complete required SOP accident report form (Accident/Injury report forms are available where this Emergency Action Plan is located at the range, or by contacting the Executive Committee.)
    - f. Notify authorities if necessary
    - g. Notify Daniel Boone Gun Club Executive Committee and provide copies of witness statements, photos, and accident/injury report to the Club.

This Emergency Action Plan is effective as of December 1, 2017, and supersedes any previous version. This Emergency Action Plan will remain in effect until a new revision is endorsed and posted. Recommendations for updates or amendments may be submitted to the Executive Committee of the Daniel Boone Gun Club at any time.

# CHAPTER 3

## RANGE OPERATIONS

### STANDARD OPERATION PROCEDURES

The Daniel Boone Gun Club has a responsibility for good citizenship and care for the safety of our neighbors and our community as it relates to the operation of the range facilities. Members who violate the safety rules and guidelines contained in the Standard Operating Procedures or the Range Safety Briefing are subject to immediate dismissal from membership and loss of access to the range facilities, without compensation.

1. **SAFETY FIRST:** The NRA Three Rules for Gun Safety and the NRA Eight Rules for Using or Storing a Gun shall be observed and enforced by each and every person participating in any activity, formal or informal, on the Daniel Boone Gun Club range.
  - a. NRA Three Rules for Gun Safety:
    - i Always keep the gun pointed in a safe direction.
    - ii Always keep your finger off the trigger until ready to shoot.
    - iii Always keep the gun unloaded until ready to use.
  - b. NRA Eight Rules for Using or Storing a Gun:
    - i Know your target and what is beyond.
    - ii Be sure the gun is safe to operate.
    - iii Wear eye and ear protection as appropriate.
    - iv Store guns so they are not accessible to unauthorized persons.
    - v Know how to use the gun safely.
    - vi Use only the correct ammunition for your gun.
    - vii Never use alcohol or drugs before or while shooting.
    - viii Be aware that many certain types of guns and many shooting activities require additional safety precautions.
2. **General.** Live firing conducted at the Daniel Boone Gun Club Range is designed to provide authorized personnel access to a facility where they can become proficient with privately-owned firearms. All live firing conducted at the Range shall be governed by the rules of Daniel Boone Gun Club in addition to any special rules for the event.
  - i **Exception:** When the Chandler Police Department uses the range for police training, the range is closed to all other shooters, and the rules of the Chandler Police Department will have precedence.
3. **Facilities for Use.** Range availability is at the discretion of the Club. Live-fire shooting is normally limited to the following equipment:
  - a. Rifles smaller than .50 BMG caliber centerfire; pistols and shotguns any caliber or gauge. (No armor-piercing ammunition.)
  - b. Trap Range--Shotguns only. (Shot only; no slugs.)

**4. Range Limitations and Safety Requirements.** Live-fire shooters will:

- a. Fire only authorized firearms and ammunition.
- b. Fire at authorized targets only. Only targets that will not cause excessive ricochets may be used (paper, cardboard, tin cans, plastic bottles are a few examples). Glass, concrete blocks, and metal objects not designed for target use are forbidden. Use of pre-made wooden target frames provided by the Club is encouraged. Manufactured targets or frames using metal in their construction may be used only when used in full compliance with manufacturer recommendations and limitations with respect to distance from shooter, bullet velocity and composition, caliber, and any other manufacturer recommendations, and when no danger is posed to other persons on the range, or to range property, by their use. Home-built targets using metal in their composition may be used only at and beyond the fifty (50) yard line, and may not be left on the range unless effectively tethered at or beyond the one-hundred (100) yard line.
- c. All firing must take place from the common firing line. The edge of the concrete nearest the earth berm and backstops is the “firing line”. No shots may be fired from forward of the common firing line. The edge of the concrete nearest the highway is the “ready line”. All loaded firearms must remain forward of the ready line.
- d. Fire only after completing a “hold harmless” agreement. This agreement must be executed annually and returned to the Club before firing or other use of the range. Members are responsible for having guests and family members complete the same agreement before participating in any activities at the range. Completed agreement forms from family and guests may be deposited in the collection box at the range.
- e. Ensure all projectiles impact within the established range safety limits. Targets must be placed between the firing line and the earth berm, or mounted on the face of the 100-yard or 200-yard backstops. **NEVER PLACE TARGETS ON TOP OF THE EARTH BERM OR THE 100-YARD OR 200-YARD BACKSTOPS.** Your line of fire must be such that your shot can be expected to go directly into the face of the earth berm or one of the backstops. Glancing shots can travel great distances and pose a threat to persons and property well behind or to the side of the normal range impact areas. **Failure to comply with this rule is sufficient reason for termination of club membership and permanent loss of access to the range facilities of Daniel Boone Gun Club.**
- f. Muzzles of all guns on the firing line must be pointed down range.
- g. Only the gun actually being fired may be loaded. All other guns must remain unloaded, with actions open and empty chamber indicators in place. Do not leave a loaded firearm unattended.
- h. Moving from one firing point to another may only be done when no one is forward of the firing line. When carrying firearms from one firing point to another, all guns must be unloaded and carried with the muzzle pointed up.
- i. Use of empty chamber indicators is strongly encouraged. Empty Chamber Indicators (ECI’s) are provided free of charge at the firing range. Empty chamber indicators are inserted into the open action of each gun on the range to make it clear at a glance that the gun is not loaded.
- j. Do not handle any firearm when anyone is forward of the firing line. “Do Not Handle” means “Do Not Touch”. Do not move firearms from one point to another on the firing line, do not move firearms to or from vehicles, do not show, demonstrate, or work on any gun while anyone is forward of the firing line. It can wait until everyone safely behind the firing line.
- k. Never point any firearm toward the road or the parking lot. Passing motorists may feel threatened. If you want to show your firearm to another, do it on the firing line when no one is down range of the firing line.

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- l. No person shall go forward of the firing line until the firing line is made safe: all guns unloaded, actions open, empty chamber indicators in place, all guns benched or boxed, and the beacons and beepers turned on. Firing may not resume and firearms may not be handled until everyone has returned safely behind the firing line. Do not assume that the simple act of turning the beacons on makes the line safe. A person intent on aiming a shot or otherwise distracted may not be aware that the beacons have been turned on. Make eye contact with everyone on the range, and assure that the line is safe before turning on the beacons and going down range.
  - m. Call “Cease Firing” and make safe all firearms when a shooter moves forward of the firing line or during any unsafe condition. Turn on the beacons and beepers before anyone moves forward of the firing line, and when a cease-fire is called. **ANYONE ON THE FIRING LINE HAS THE AUTHORITY TO CALL FOR A CEASE FIRE IN AN EMERGENCY.**
  - n. Call “Cease Firing” if a firing line becomes staggered (one shooter forward of another) anywhere on the range.
  - o. If a “Cease Fire” call is heard, immediately stop firing, keep fingers away from triggers, and when it can be done safely, make all guns safe as described above.
  - p. Use appropriate ear protection and appropriate eye protection. This applies to all persons on the range, whether shooting or not. Eye and hearing protection are **REQUIRED** for anyone forward of the Ready Line.
  - q. Police all brass, paper, and other debris that accumulates on the range. Dispose of these in the containers provided. Place “dud” rounds in the receptacles provided, not in the trash. Anything used as a target must be deposited in the burn barrels or trash cans provided before leaving the range, except that large or non-combustible targets should be taken away by the one who brought them. Do not burn the trash unless you can stay with the fire until it is completely out.
  - r. Be Responsible. This is **YOUR** club. Every member is an owner of the club and the range. When you see an unsafe act or practice on or behind the firing line, take immediate action to stop it. Most unsafe conditions can be resolved by quietly speaking with the person or persons performing the unsafe acts. Tempers and egos have no place in a discussion of range safety. Notify the Club of any safety infractions or accidents.
5. **Authorized & Prohibited Firearms.** Any safe, lawfully-possessed rifle, pistol, or shotgun, including fully-automatic firearms, muzzle-loading firearms, and air-guns are authorized for use, with the following exceptions:
- a. Firearms chambered in .50 BMG caliber or larger are prohibited.
  - b. Exploding targets are prohibited.



**6. Authorized Personnel.** The following persons are authorized to fire:

- a. Current members of the shooting club.
- b. Invited guests of the above, provided the authorized person is present and assumes full responsibility for the conduct and safety of his or her guest(s). (This includes family members.)
  - i The member is responsible for reviewing the NRA Three Rules of Gun Safety and the NRA Eight Rules for Using or Storing Guns with each of their guests, at each visit to the range, and for informing their guests of range rules and operating procedures.
- c. Personnel approved by the club officers, on a case-by-case basis.
  - i Example: The Chandler Police Department is authorized by the Club to use the range for ongoing firearms training.

**7. Personnel Responsibilities.**

**A. Shooting Club Officers**

- a. The duties and responsibilities of officers of the Daniel Boone Gun Club are as set forth in the Daniel Boone Gun Club By-Laws.

**B. Shooting Club Members**

- (1.) All shooters and spectators must complete "hold harmless" agreements.
- (2.) Shooters will conduct themselves in an orderly manner at all times and will be responsible for the conduct of any guests they bring.
- (3.) All shooters are responsible for their guns and ammunition while on the range property.
- (4.) Firearms that are out of the case and not being fired must be benched. (Actions open and facing up, chambers empty, muzzles pointing downrange, empty chamber indicators in place, and safeties on.)
- (5.) Only load firearms on the firing line, and only when no one is forward of the firing line.
- (6.) Do not point firearms at anything other than authorized targets.
- (7.) Fire at your own target only.
- (8.) Do not fire "across" the range. Fire only directly ahead, toward the earth berm or backstop.
- (9.) Give the command "Cease firing" if an unsafe condition exists.
- (10.) Follow all range rules and Daniel Boone Gun Club rules. The NRA Three Rules for Gun Safety and the NRA Eight Rules for Using and Storing Guns shall be practiced at all times while on the range property.
- (11.) Assist in policing the area of brass and any other debris.
- (12.) No pets are allowed on the range.

**8. Hours of Operation:** The range is available for use between the hours of 6 AM and 10 PM.

**a. Exceptions:**

- i The range is closed to other shooting when any Club-authorized match, practice, or other event is on the range. This includes preparation time and cleanup time for the match, practice or event.
- ii The range is closed to all shooting when agricultural activities are ongoing adjacent to the range.
- iii The range is closed to all shooting when range maintenance, including mowing, is in progress, or when construction is in progress on or adjacent to the range or any of the range structures.
- iv The range may be closed to all shooting as required for utility access or other necessary third-party activities that are not compatible with range use.

**9. Alcoholic Beverages and Drugs.** Shooters may not consume alcoholic beverages or drugs before or during live firing. Any use of alcohol or drugs on the range property is strongly discouraged, and is absolutely prohibited anywhere on the range property while live firing is in progress.

**10. Medical Support.** In the event of a medical emergency, call 911. Notify the Club at the earliest opportunity. See the Emergency Action Plan provided at the range for more detailed information.

## APPENDIX 1:

### Outdoor Range Inspection Checklist

Inspected by \_\_\_\_\_ Date \_\_\_\_\_

	Yes	No
Controlled Access/Fencing/Gates Closed	_____	_____
American Flag Displayed	_____	_____
Ready Line/Area Marked	_____	_____
First-Aid Kit Filled/Accessible	_____	_____
Range Rules Posted	_____	_____
NRA Three Rules Posted	_____	_____
NRA Eight Rules Posted	_____	_____
Emergency Action Plan in Place	_____	_____
Accident Report Forms Available	_____	_____
Completed Accident Reports Collected	_____	_____
Release/Waiver Forms Available	_____	_____
Completed Release/Waiver Forms Collected	_____	_____
Target Throwing Machines in Good Repair	_____	_____
Empty Trash Receptacles Available	_____	_____
Brass/Dud Buckets Labeled	_____	_____
Unrepaired Existing Damage Noted	_____	_____
New Damage Noted	_____	_____
Ready Area Lighting Checked, OK	_____	_____
Range Lighting Checked, OK	_____	_____
Ready Area Fans Checked, OK	_____	_____
Shelter Area Lights Checked, OK	_____	_____
Shelter Area Fan Checked, OK	_____	_____
Compressor Turned OFF	_____	_____
Compressor Box Locked	_____	_____
East PA System Checked, OK, Box Locked	_____	_____
West PA System Checked, OK, Box Locked	_____	_____

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## APPENDIX 2:

### Range Safety Briefing

Safety on the firing range is the sole responsibility of the shooter, he or she needs to have the knowledge, skills and the attitude to make a visit to the range a safe and enjoyable pastime for themselves and or their guests. In addition, everyone needs to be familiar with the NRA rules for safe firearm use and handling, any range specific rules, the limit of the range grounds and impact zone, and a basic knowledge of common range commands. In the unlikely event that an accident occurs everyone present at the range needs to know how to respond in an emergency.

This Range Safety Briefing is provided as a reminder to members, and as a tool for members to use in educating guests and family members they may bring to the range.

#### ***1. PURPOSE OF THE SHOOTING RANGE VISIT***

- **State** the purpose of being at the range. For many, this will be “recreational shooting”.
- **Provide** an overview of the shooting planned.
- **State** the total numbers of rounds and time available.

Range Personnel (Range Personnel will normally be present only at scheduled events.)

- **State** where range personnel will be located.
- **Introduce** range personnel.
- **Explain** that their role is to ensure safety.
- **Indicate** how they may be identified, e.g., orange vest and hat.

#### ***2. RANGE LAYOUT AND LIMITS***

- **Conduct** a range orientation on, or within view of, the range.
- **Point out** key areas of the range and briefly describe actions that occur within each. (Long-range targets, 25, 50, 100-yard target lines, clay thrower.)
- **Explain the Range Layout.** The west boundary is defined by the white posts with the orange tops, the east boundary is defined by the large concrete blocks, and the north boundary is defined by the berm and the rifle butts. All bullets are to remain within these boundaries.

**Ready area**--Located behind the firing line where shooters may store and prepare their equipment. The ready area extends to the south edge of the concrete, where the parking area begins.

**Firing point**-- The north edge of the concrete is the “firing line”. Shooters may occupy their firing points at the firing line when authorized to do so. Firing points are numbered and correspond to the target numbers. Shooters may only dry fire at the firing line and should only handle firearms when authorized to do so. Carry firearms with action open and muzzle pointed up when moving between firing points.

**Backstop**--Located downrange behind the target line. Firearms should point toward the backstop at all times. All firing should be directed forward from the shooters’ firing points so projectiles impact within designated impact areas.

### ***3. RANGE SAFETY RULES***

#### **NRA Gun Safety Rules**

##### **Three Fundamental NRA Rules for Safe Gun Handling**

- *Always* keep the gun pointed in a safe direction.
- *Always* keep your finger off the trigger until ready to shoot.
- *Always* keep the gun unloaded until ready to use. Safeties can fail. Safe gun handling rules must be followed all the times.

##### **Eight Rules for Safe Use of Firearms**

- Know your target and what is beyond.
  - The shooter must assure that projectiles will safely impact into the backstop. This means no targets may be placed on the top of the berm or the rifle butts, and no shots are to be fired over the top of the berm or butts.
  - Firing must take place at targets straight ahead to keep all impacts within the range. If you don't see a berm or backstop directly behind your target you are firing across the range in violation of club rules and putting the safety of others outside the range at risk.
- Be sure the gun is safe to operate.
- Know how to use the gun safely.
  - Shooters need to know how the gun operates, its basic parts, how to safely open and close the action, and how to remove ammunition.
- Use only the correct ammunition for your gun.
  - Only ammunition designed for a particular gun can be safely fired in that gun.
  - Shooters should ensure that the caliber marked on the barrel, ammo box, and cartridge case match. This is especially true for antique firearms.
- Wear eye and ear protection as appropriate.
  - Guns are loud and the noise can cause hearing damage. Guns can also emit debris, hot gas, and cartridge cases that could cause eye injuries.
  - Users of air guns, including spectators, need eye protection to prevent injuries from ricochets.
  - Everyone in the ready area or on the firing line needs eye and hearing protection.
- Never use alcohol or drugs before or while shooting.
  - Never shoot while under the influence of any substance that may impair normal mental or physical bodily functions. Examples include prescription and non-prescription drugs, e.g., cold medicines that may cause drowsiness, nervousness, balance problems, etc.
  - Anyone taking any medication or substance that may impair normal mental or physical bodily functions is not allowed on the range.
- Be aware that certain types of guns and many shooting activities may require additional safety precautions.
- Store guns so they are not accessible to unauthorized persons.

### General Range Safety Rules

- Know and obey all range commands.
- Know where others are at all times.
  - When going downrange to set up or change targets communicate your intentions to other shooters on the line before you activate the strobe lights.
- Shoot only at authorized targets.
  - Shooting at different targets, e.g., steel targets, at different distances or angles may result in hazardous conditions. Use of targets which may fragment (such as glass or concrete) or could pose a hazard for mowing is *not permitted*.
  - Exploding targets are *not permitted* on the range.
- Do not handle a firearm while others are downrange.
  - This means do not touch or even move a firearm even from your auto when personnel are down range even if it is unloaded.
- Stop shooting immediately upon the command of “**Cease Firing.**”
  - Anyone on the range can issue the “cease firing” command in an emergency.

### NRA Hygiene Guidelines

- Refrain from eating, drinking, 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 to airborne particulate lead or solvent and cleaning product residues.

### Site-Specific Range Rules

- Armor-piercing ammunition and 50 BMG caliber firearms are *not allowed*.
- Exploding targets and exploding or incendiary ammunition are not allowed.
- Rifles, pistols, and shotguns firing conventional ammunition not prohibited by club rules are allowed.
- Muzzleloading firearms, machine guns, and sub-machine guns are allowed.
- All firearms must remain unloaded with actions open except when on the firing line.
- When firearms are benched or grounded, keep the actions open and ejection ports facing upward so chambers are visible with empty chamber indicators in place (ECI's). ECI's are provided and are located at either end of the range).
- Leave dropped ammunition and fired brass on the floor until the stage of fire is completed and firearms are benched or grounded.
- Duds or faulty ammunition are to be placed in dud boxes located at various locations on the range, *not* in the trash cans.
- When all firing is complete and shooters are ready to leave the range dispose of trash in the proper receptacles. If you brought it and it can't be burned, TAKE IT HOME.

#### 4. EMERGENCY PROCEDURES

- Take charge of the situation.
- Render aid, (first aid kit is on wall).
- Call for help via cell phone if necessary (call 911).
- Direct help to location.
- Take notes and pictures if applicable (it records who was there as witnesses).
  - No person who is present at the range when an accident occurs should leave the range without first leaving contact information and a brief description of what was observed before, during, and after the accident.

#### 4. ACKNOWLEDGEMENT

All Daniel Boone Gun Club members are required to read and acknowledge the Range Safety Briefing annually as a condition of renewing membership.

Please initial each page and sign and date in the spaces provided.

I \_\_\_\_\_ have read and understood the range safety briefing and agree as a member of Daniel Boone Gun Club to conduct myself in accordance with these rules, and to be responsible for the conduct of guests and family members in accordance with these rules.

Member Date of Birth \_\_\_\_\_ (required to establish legal age)  
mm/dd/yyyy

Date Signed \_\_\_\_\_  
mm/dd/yyyy

## APPENDIX 3:

### Standard Firing Line Commands

These are common commands for match shooting, though some of them are used for normal operation of commercial or busy club ranges. They are provided here for the information of members and their guests. Shooting events often employ a set of commands specific to the event.

- “As you were” means to disregard the command just given.
- “Carry on” means to proceed with what was being done before an interruption.
- “Relay No. \_\_, Match No. \_\_\_\_ (or naming the match), on the firing line” means shooters are to move to their firing points.
- “The preparation period starts now” means shooters may occupy their firing points, prepare, and dry fire at the targets.
- “The preparation period has ended” means shooters must stop preparation activities.
- “Load” means shooters are given permission to load authorized number of rounds and prepare for the shooting event.
- “Is the line ready?” allows a shooter with problems to raise an arm and call “Not ready on target....”
- “The line is ready” means all shooters are ready to begin.
- “Ready on the right!” ; “Ready on the left!” ; “Ready on the firing line!” is the sequence of commands that gives shooters their last chance to signal “Not ready.” “Ready on the firing line!” means that targets will be exposed in three to five seconds.
- “Commence firing!” signals shooters to begin shooting. This command may be signaled verbally, by a whistle or horn blast, or by moving the targets into view.
- “Misfire” is called by a muzzleloading shooter to inform the RSO and other shooters that a firearm failed to fire and a hazardous condition may exist.
  - Due to the possibility of a hangfire (a delay in the ignition of the cartridge), keep the firearm pointed downrange and wait at least 30 seconds for modern firearms, or at least two minutes for muzzleloading firearms, prior to correcting the malfunction.
- “Cease firing!” notifies shooters to stop firing immediately and await further instructions.
  - “Cease firing” may be signaled verbally, by a whistle or horn blast, or by moving the targets out of view. Additional commands may follow. **Emphasize** that this command can be given by anyone observing an unsafe condition, e.g., if a person is downrange.
- “Is the line clear on the right?” “Is the line clear on the left?” means line officers or the RSO check that all firearms are unloaded with actions open and chambers empty.
- “Go forward, score targets, and paste” (or “Change”) authorizes shooters to go forward of the firing line to change targets.
- “Range is clear, you may handle your guns” means shooters may approach the firing line and handle their firearms since no personnel are downrange.
- “Move out of position and remove your equipment from the firing line” authorizes shooters to remove their gear.
- “Police your firing point” means shooters are to pick up fired cartridge cases and clean their firing points.



## **APPENDIX 4:**

### **Emergency Reporting Guide**

Use this as a guide when calling for emergency assistance.

**EMERGENCY COMMUNICATIONS** Call 911 for all emergencies.

#### **IMMEDIATE RESPONSE FOR INJURIES OR ILLNESS**

Call a cease fire if the injured is near the firing line or downrange. Ensure that all firearms are unloaded and clear.

- Coordinate edging or pulling of targets, if possible, and securing the scene and the injured person's gear.
- Notify EMS at 911 and provide the following information:

Specific Location or Address of Incident with Directions

Location: *Daniel Boone Gun Club*

Address: *8401 State Route 62 West, Chandler, Indiana 47610*

Directions: *North side of State Rt 62, four miles east of I-69 intersection, just west of Chandler Town Limits*

1. Telephone number that you are calling from;
2. Your name;
3. What happened and possible hazards for rescuers;
4. Number of people injured or ill;
5. Condition of injured or ill;
6. First aid provided;

Wait for EMS to hang up first. Return to the injured and continue care until EMS arrives.

- Have someone go to the range entrance and direct EMS personnel to the injured.
- Retrieve the first-aid kit located at west end of range and assist ARC personnel as needed.
- If the accident involves a gun-shot injury, notify police and preserve the scene as it appeared at the time of the incident.

If you are currently certified in American Red Cross (ARC) Standard First Aid and CPR, evaluate the situation for hazards, protect the injured, and provide first aid until relieved by more qualified personnel, e.g., physician or EMS. If you are this person:

1. Identify self to the injured.
2. Inform injured of training (American Red Cross Standard First Aid & CPR).
3. Inform injured of aid offered.
4. Receive verbal permission from injured (if adult), or parent/guardian (if child) prior to giving care.
5. Refrain from giving care to a conscious injured person whom objects.
6. Assume implied permission if the injured is unconscious or unable to respond.
7. Assume implied permission if the injured is a child with a serious injury and a parent or guardian is not present.
8. Move the injured only if life is endangered.
9. Check injured for life threatening condition before providing care. Provide care only within level of training.
10. Never dispense aspirin or medications; administer activated charcoal or syrup of Ipecac (or other treatments) unless directed by EMS or Poison Control Center.

#### **COORDINATION**

- Supervise the situation and ensure fulfillment of emergency procedures by:
  1. Getting names of witnesses and taking statements.
  2. Providing EMS with treatment release forms, medical history information (if available) and next of kin information for the injured.
  3. Notifying next of kin once EMS has examined the injured and prepared for transportation to a medical facility.
  4. Completing injury report forms.
  5. Notifying official of the organization, range, club, etc., concerning activation of the emergency plan.
  6. Notifying insurance company (personnel and/or organization as appropriate).
  7. Evaluating emergency plan for possible revisions.
  8. Filing copies of the injury report form with records as appropriate.
  9. Following up with physician for recommendations and release prior to allowing ill or injured to participate.

**See detailed Emergency Action Plan posted on bulletin board at range.**

## **APPENDIX 5:**

# **DANIEL BOONE GUN CLUB, INC.**

### **Injury Report Form**

Name: \_\_\_\_\_ Date of Injury: \_\_\_\_\_

Address: \_\_\_\_\_ Time of Injury: \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

Telephone Number (Day): \_\_\_\_\_ (Evening): \_\_\_\_\_

1. Describe nature and extent of injury (specify parts of body): \_\_\_\_\_

\_\_\_\_\_

2. Describe how the injury occurred: \_\_\_\_\_

\_\_\_\_\_

3. Describe first aid given: \_\_\_\_\_

\_\_\_\_\_

4. First aid was provided by (include names and phone numbers): \_\_\_\_\_

\_\_\_\_\_

5. Disposition (specify name of hospital, telephone numbers, time of transport, etc.): \_\_\_\_\_

\_\_\_\_\_

6. Notification of next of kin (specify time, person contacted, and method): \_\_\_\_\_

\_\_\_\_\_

7. Location of incident and conditions of area: \_\_\_\_\_

\_\_\_\_\_

8. Was protective equipment worn (if applicable)? \_\_\_\_\_

9. Describe steps taken to preserve the scene (equipment, photographs, etc.): \_\_\_\_\_

\_\_\_\_\_

## Daniel Boone Gun Club – Standard Operating Procedures

Witness Statements: Interview witnesses separately. Use attachments if needed.

A. Witness (Name): \_\_\_\_\_ Statement Attached Yes \_\_\_ No \_\_\_

Address: \_\_\_\_\_

Phone Number (Day): \_\_\_\_\_ Evening: \_\_\_\_\_

B. Witness (Name): \_\_\_\_\_ Statement Attached Yes \_\_\_ No \_\_\_

Address: \_\_\_\_\_

Phone Number (Day): \_\_\_\_\_ Evening: \_\_\_\_\_

10. Notes and Comments:

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11. Injury report completed by:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

(For Club use)

12. Disposition and follow-up: \_\_\_\_\_

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Name: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

## **Appendix 6:**

### **RELEASE, WAIVER, INDEMNIFICATION, HOLD HARMLESS, AND ASSUMPTION OF THE RISK AGREEMENT**

Members of the Daniel Boone Gun Club are required to annually agree to the conditions detailed in the Release of Liability, Assumption of Risk, and Indemnity Agreement (“Waiver”) presented in the following pages. Access to range facilities will not be granted until the member has placed the signed agreement on file with the Club. Additional forms for family members and guests may be deposited in the container provided for that purpose at the range, or may be mailed in advance of the planned range visit to the mailing address of the Daniel Boone Gun Club, Inc.

A member who brings family members or guests to the range without completing a Waiver for that family member or guest assumes personal responsibility for that person and for that person’s actions. This is not a change of rule or policy. This is the way it has been since the Club was chartered. The Waiver simply assures that all parties are aware of their responsibilities and the risks of being present at a facility where firearms and live ammunition are used. The Waiver serves as a reminder to us all, of the responsibility we have and share with respect to each other and to the community as a whole.

Two waiver forms are provided for the use of the members of the Daniel Boone Gun Club. One form is for the member or for any adult family member or guest of the member. The other form is for minors who are family members or guests of the member.

Reasonable efforts will be made to maintain a supply of Waiver forms at the range for the convenience of members who bring guests. Forms will also be available at Club meetings and at club-sponsored activities on the range. Members may make copies of these forms as needed.

## Daniel Boone Gun Club – Standard Operating Procedures

The Daniel Boone Gun Club range facilities are the Private Property of the Daniel Boone Gun Club, Inc. All persons entering the premises of Daniel Boone Gun Club, Inc. shall be required to sign this Release of Liability, Assumption of Risk, and Indemnity Agreement once in each calendar year, and the Agreement shall be durable throughout that calendar year. Persons who enter the premises without signing or having signed this Agreement in or for the current calendar year, do so without the permission of the Daniel Boone Gun Club, Inc., and are advised to leave immediately or be subject to prosecution under law. Members are encouraged to make copies of this Agreement for family members and other guests they bring to the range premises. Members are reminded that members are responsible for informing family members and guests of the Rules of the range, and for the conduct of family members and guests in accordance with those Rules.

# YOUTH FORM

## RELEASE OF LIABILITY, ASSUMPTION OF RISK, AND IMDEMNITY AGREEMENT (for Participants 17 years of age and younger)

In consideration of participating in activities that may include handling and firing of firearms with live ammunition, I represent that I understand the nature of this activity and that I am qualified, in good health, and in proper physical condition to participate in such activity. I acknowledge that if I believe activity conditions are unsafe, I will immediately discontinue participation in the activity and remove myself from the premises. I fully understand that this activity involves risks of serious bodily injury, including permanent disability, paralysis and death, which may be caused by my own actions, or inaction, those of others participating in the activity, the conditions in which the activity takes place, or the negligence of the "Releasees" and I fully accept and assume all such risks and all responsibility for losses, cost, and damages I incur as a result of my participation in the activity.

I hereby release, discharge, and covenant not to sue Daniel Boone Gun Club, its respective administrators, directors, agents, officers, volunteers, employees, other participants, any sponsors, advertisers, and if applicable owners or lessors of premises on which the activity takes place, (each considered one of the "RELEASEES" herein) from all liability, claims, demands, losses, or damages, on my account caused or alleged to be caused in whole or in part by the negligence of the "Releasees" or otherwise, including negligent rescue operations and further agree that if, despite this release, waiver of liability, and assumption of risk I, or anyone on my behalf, makes a claim against any of the Releasees, I will indemnify, save, and hold harmless each of the Releasees from any loss, liability, damage, or cost, which any may incur as the result of such claim.

I have read the RELEASE OF LIABILITY, ASSUMPTION OF RISK, AND IMDEMNITY AGREEMENT, understand that I have given up substantial rights by signing it and have signed it freely and without any inducement of assurance of any nature and intend it to be a complete and unconditional release of all liability to the greatest extent allowed by law and agree that if any portion of this agreement is held to be invalid the balance, notwithstanding, shall continue in full force and effect.

\_\_\_\_\_  
Printed Name of Participant Minor

\_\_\_\_\_  
Date

## PARENTAL CONSENT

AND I, the minor's parent and/or legal guardian, understand the nature of the above referenced activities and the Minor's experience and capabilities and believe the minor to be qualified to participate in such activity. I hereby release, discharge, covenant not to sue and AGREE TO INDEMNIFY AND SAVE AND HOLD HARMLESS each of the Releasees from all liability, claims, demands, losses or damages on the minor's account caused or alleged to have been caused in whole or in part by the negligence of the Releasees or otherwise, including negligent rescue operation, and further agree that if despite this release, I, the minor, or anyone on the minor's behalf makes a claim against any of the above Releasees, I WILL INDEMNIFY, SAVE AND HOLD HARMLESS each of the Releasees from any litigation expenses, attorney fees, loss liability, damage, or cost any Releasee may incur as the result of any such claim.

\_\_\_\_\_  
Printed Name of Parent or Legal Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent or Legal Guardian

**If participant is not a club member:**

\_\_\_\_\_  
Printed Name of Club Member Hosting Participant

## Daniel Boone Gun Club – Standard Operating Procedures

The Daniel Boone Gun Club range facilities are the Private Property of the Daniel Boone Gun Club, Inc. All persons entering the premises of Daniel Boone Gun Club, Inc. shall be required to sign this Release of Liability, Assumption of Risk, and Indemnity Agreement once in each calendar year, and the Agreement shall be durable throughout that calendar year. Persons who enter the premises without signing or having signed this Agreement in or for the current calendar year, do so without the permission of the Daniel Boone Gun Club, Inc., and are advised to leave immediately or be subject to prosecution under law. Members are encouraged to make copies of this Agreement for family members and other guests they bring to the range premises. Members are reminded that members are responsible for informing family members and guests of the Rules of the range, and for the conduct of family members and guests in accordance with those Rules.

# ADULT FORM

## RELEASE OF LIABILITY, ASSUMPTION OF RISK, AND INDEMNITY AGREEMENT

(for Participants 18 years of age or over)

In consideration of participating in activities that may include handling and firing of firearms with live ammunition, I represent that I understand the nature of this activity and that I am qualified, in good health, and in proper physical condition to participate in such activity. I acknowledge that if I believe activity conditions are unsafe, I will immediately discontinue participation in the activity and remove myself from the premises. I fully understand that this activity involves risks of serious bodily injury, including permanent disability, paralysis and death, which may be caused by my own actions, or inaction, those of others participating in the activity, the conditions in which the activity takes place, or the negligence of the “Releasees” and I fully accept and assume all such risks and all responsibility for losses, cost, and damages I incur as a result of my participation in the activity.

I hereby release, discharge, and covenant not to sue Daniel Boone Gun Club, its respective administrators, directors, agents, officers, volunteers, employees, other participants, any sponsors, advertisers, and if applicable owners or lessors of premises on which the activity takes place, (each considered one of the “RELEASEES” herein) from all liability, claims, demands, losses, or damages, on my account caused or alleged to be caused in whole or in part by the negligence of the “Releasees” or otherwise, including negligent rescue operations and further agree that if, despite this release, waiver of liability, and assumption of risk I, or anyone on my behalf, makes a claim against any of the Releasees, I will indemnify, save, and hold harmless each of the Releasees from any loss, liability, damage, or cost, which any may incur as the result of such claim.

I have read the RELEASE OF LIABILITY, ASSUMPTION OF RISK, AND INDEMNITY AGREEMENT, understand that I have given up substantial rights by signing it and have signed it freely and without any inducement of assurance of any nature and intend it to be a complete and unconditional release of all liability to the greatest extent allowed by law and agree that if any portion of this agreement is held to be invalid the balance, notwithstanding, shall continue in full force and effect.

\_\_\_\_\_  
Printed Name of Participant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Participant

\_\_\_\_\_  
Date of Birth of Participant  
(Required to establish legal age)

**If participant is not a club member:**

\_\_\_\_\_  
Printed Name of Club Member Hosting Participant