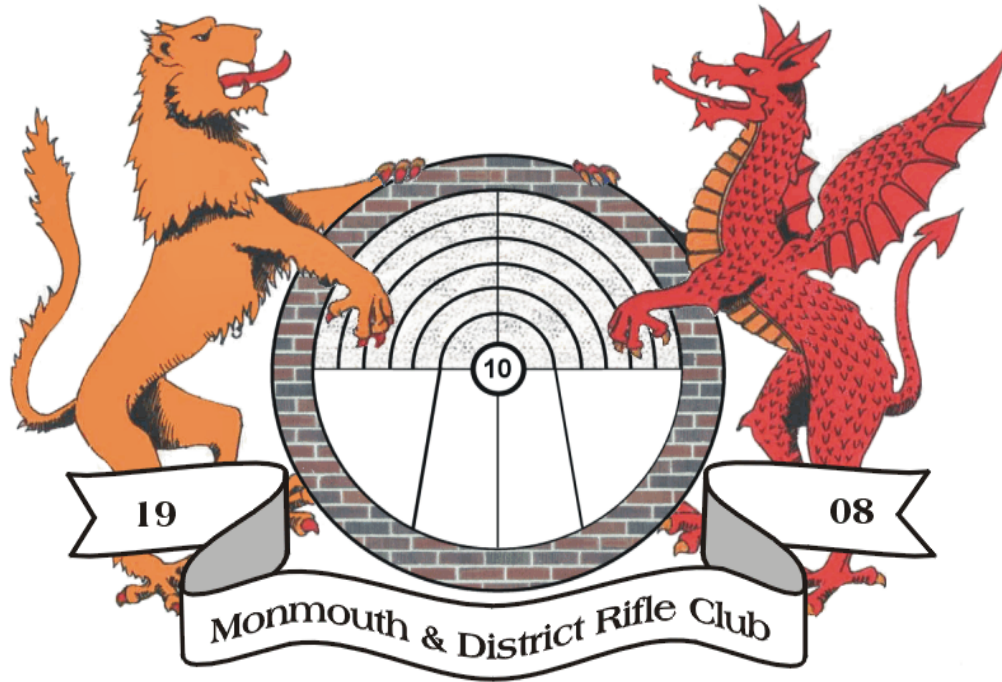


Monmouth and District Rifle Club



Range Standing Orders for the safe operation of the **Monmouth and District Rifle Club** **Troy Tunnel Range**

2021

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Document Change control

Version Date	Who	Section	Change
3.0 /18 Jul 11	David Barrell	All	Re-write and updated to reflect the major changes in the range facilities and operation.
3.1 /Jan2014	David Barrell	2.0.1 2.0.3 2.5.2 2.5.4	Compressed front & content pages. Prohibit Fires and storage of flammable materials. Added restriction on flash reactive targets. Clarified detail numbers and ranges. Updated K & L with storage of firearms & ammunition. Secretary contact details updated. Mobile phone availability.
3.3 /Mar2014	David Barrell	2.0.2 2.3.3	Added smooth 10 bore (0.75") Added... figures under review message Add exception for muzzle loading
3.4/Jan2015	David Barrell	2.3.1 Several 2.5.1 2.5.2	Add exception to allow the repair/maintenance to take place in the Club room. Add permission to assemble small bore rifle provided a "clear flag" is used. Replaced the word gun with firearm in several sections. Added postcode to tunnel address. Changed Secretaries name
3.5/Nov2015	David Barrell	2.5.2	Updated contact information
3.6/Jan2016	David Barrell	All	Updated validation date to 31 Dec 2016
3.7/Mar2017	David Barrell	All	Updated validation date to 31 st March 2017
3.8/Aug2017	David Barrell	2.0.1 2.2.2 b 2.5.5 ALL	Added Range construction type description. added reference to 70mil elevation rule Added a Procedure in the event of an attendee becomes incapacitated. Updated validation date to 31 st August 2017
4.1/Dec2017	David Barrell	2.0.2 2.0.3 2.0.4 2.2.0 2.5.0 2.5.2 2.5.4	Removed ref to velocity review Added provision for shooting at 100m Added usable target lane/range table. Changed centre line to maximum height Removed reference to measuring stick Added section C & D to Orders for the RCO Added details of evacuation route. Update Officers contacts Change expectation of mobile phones not to work in the tunnel
4.2/4.3	David Barrell	Footer	Version/date roll.
4.4	David Barrell		Added restriction for reloads
4.5	David Barrell	2.0.1.D 2.0.1.G 2.0.3...	Changed reference from key access to ID card Changed 'should' to 'will' carry a torch Changed several typos 'meter' to 'metre' Added 'for rimfire'

		2.0.3.L Doc	Delete smoking Removed reference to he/his replaced with their/they
		2.5.2	Updated Secretary contact details
		2.6.x	Added Certification section, Range & Home Office approval letter

2.0.0 Range Standing Orders

2.0.1 General

The Range is constructed as a Gallery Rifle Range with a “No Danger Area”.

- A. Firing will only take place in the presence of a Range Conducting Officer (R.C.O.)
- B. The R.C.O. is responsible for compliance with the Range Standing Orders.
- C. Shooting is not permitted between the hours of 2230hrs and 0830hrs
- D. The access gate and door to the Tunnel is to be kept locked when the Range is in use, full Club members will hold a full membership identity card have a RFID to enable access through the electronic door lock.
- E. Only firers, coaches, the R.C.O. and assistants are allowed on the firing point during firing.
- F. When draught conditions indicate, the ventilating fans must be switched ON.
- G. R.C.Os will carry a torch when exercising their duties. This is to ensure he can see to clear firearms in the event of a power failure or failing light conditions in the tunnel.
- H. The R.C.O. is to ensure that all water, lights etc are turned off when the Range is closed for the day.
- I. A First Aid Kit is located in the Club Room.
- J. A telephone is provided in the Club Room for emergency use only. In the event of malfunction location details of the nearest telephone box are also provided.
- K. A copy of these standing orders is available, in the Club Room, from the Secretary and can be downloaded from the website.
- L. Smoking within the Tunnel is not permitted.
- M. Storage of any flammable material is NOT permitted in the Tunnel outside the Club House or in that area of the Tunnel between the 100yard firing point and the entrance door.
- N. Fires are NOT permitted anywhere in the Tunnel or in the Council Yard outside the Tunnel door.
- O. It is recommended that hearing protection is worn by everyone in the tunnel during a course of firing. Noise levels are reduced in the Club room but care should be exercised when the doors are opened.
- P. Kit and Equipment should not be placed in the main passage ways of the Range. Particularly in the area around the entrance door to the Club Room doors.
- Q. Any failure to comply with these Standing Orders should be brought to the notice of a Club Official.
- R. Firebird or Air Flash Reactive type targets should be mounted on target frames that are clear of all paper or cardboard (and any other highly flammable materials). Extra fire precautions should be considered and put in place when using this type of target.

2.0.2 Maximum Calibre, Energy, Velocity

- A. The maximum permitted calibre on this range is:-
 - Rim Fire - .22"
 - Centre Fire - 0.577"
 - Smooth bore muzzle loading - 10bore (0.75")
- B. The maximum permitted muzzle energy is not to exceed:-
 - Rim Fire -210 ft/lbs
 - Centre Fire -5160ft/lbs
- C. The maximum permitted muzzle velocity is not to exceed:-
 - Rim Fire -1710ft/sec
 - Centre Fire -3275ft/sec

Additionally, no ammunition used at the MDRC range will exceed 10,000 foot pounds. Ammunition used at other ranges must comply with the safety limits applicable to those ranges.

For re-loaded ammunition, then it is the responsibility of the person reloading the ammunition to ensure that the ammunition does not exceed the safety limits of the range.

2.0.3 Shooting Details

- A. The maximum number in a pistol/black powder detail that may fire at the same time at any range is 4.
- B. The maximum number in a rifle detail that may fire at the same time in the prone position, up to a maximum range of 30metres, is 6.
- C. The maximum number in a rifle detail (Other than 'B') that may fire at one time in a detail, at any range beyond 30metres and up to 100yards is 4.
- D. The maximum number in a rifle detail beyond 100 yards, up to a maximum range of 100 metres is 2.
- E. When firing at 100m provision should be made to ensure the safe entry and exit to the side door of the adjacent cabin.
- F. Firearms will only be loaded on the Firing Point and nowhere else on the Range.
- G. Firearms may not be fired closer than 25 Metres for centre fire and 10 metres from the target, for rimfire and all other firearms. A red line on the floor indicates this distance.
- H. Pistols may not be shot in the prone position.
- I. Maximum distance for the Range is 100 Metres
- J. Hearing protection is to be worn by everyone on the firing point when shooting is taking place. Consideration to the type of ear protection must be taken for the discipline being shot.
- K. During shooting, you must wear adequate eye protection. Consideration to the type of eye protection should be given for the discipline being fired.
- L. Eating or drinking, is NOT allowed, on the Firing Point.
- M. Club Firearms and ammunition may only be stored in the Armoury. Personal firearms WILL NOT, in ANY circumstances, be left anywhere on the Range other than in the owner's possession.
- N. Those members who have not got a FAC and purchase ammunition must store the ammunition in the Armoury with their name clearly displayed.
- O. Metal plates or other hard objects are NOT to be used as targets.
- P. Erect targets in accordance with the instructions in the section labelled "Target Positioning".

Range	Target Lane						Types of use
	1	2	3	4	5	6	
0 to 5M	No shooting at this range						None
5M to 10M	*	*	*	*	*	*	Air/CO2 only
10M to 30M	*	*	*	*	*	*	As per instructions
30M to 100yds		*	*	*	*		As per instructions
100yds to 100M			*	*			Rifle only

* = usable firing points – additional restrictions apply to type of firearm used

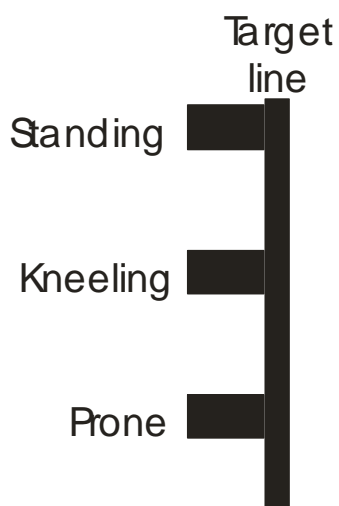
A target lane is deemed to be a provided wooden target that has been placed in the turning target frame.

2.0.4 Target Positioning

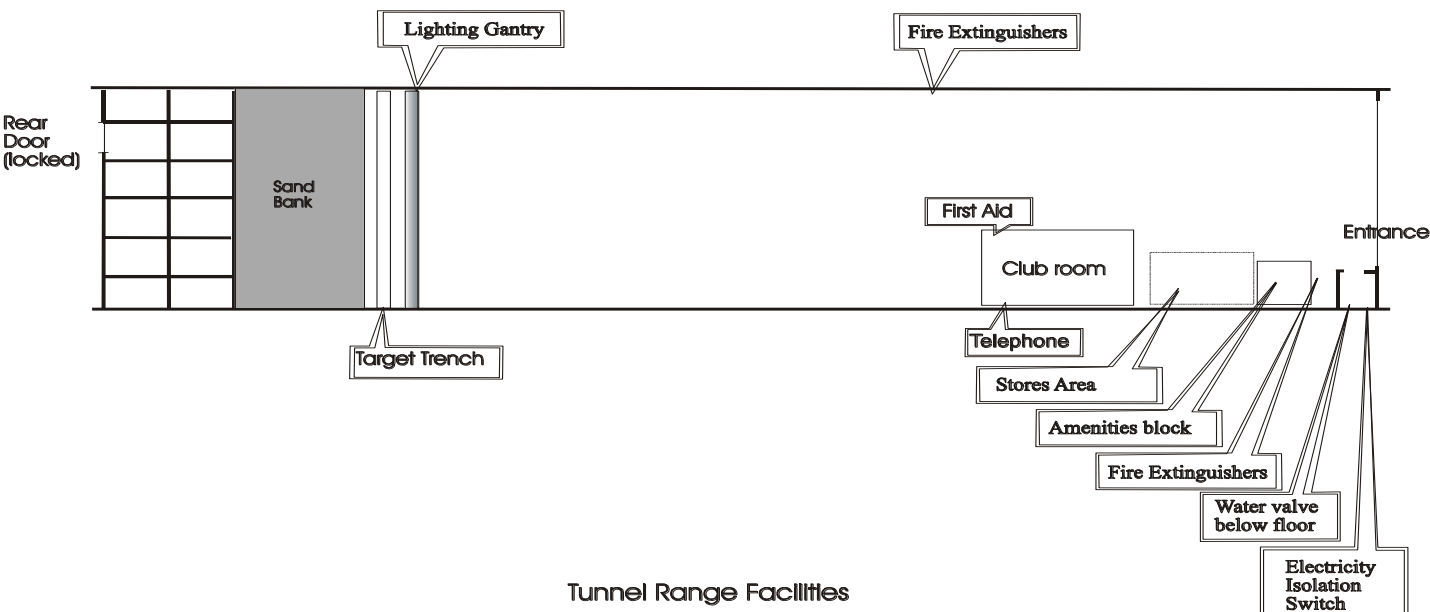
- A. Targets should be placed on the target line and not on the sand or in front of the butt area.
- B. Targets should be generally positioned so that the shooter is firing horizontally and straight down the range.
- C. The targets will be positioned so that the line of sight, (normally the bull) is the minimum distance, shown in the table, from the side walls for each of the corresponding ranges to be fired.

RANGE	DISTANCE FROM WALL
10M	1.483M
15M	1.512M
20YDS	1.532M
20M	1.542M
25YDS	1.559M
25M	1.571M
30M	1.600M
50M	1.719M
75M	1.866M
100YDS	1.963M
100M	2.039M

- D. The maximum height of the position of the targets will not exceed the top edge of the line, painted on the wall, for the appropriate discipline.



2.1.0 Range Facilities



Tunnel Range Facilities

(fig 1.)

2.2.0 Orders for the Range Conducting Officers

- A. The Range Conducting Officer (R.C.O.) is responsible for the safety and conduct of all shooting on the Range.
- B. Because of close grouping of firearms, it is imperative that the R.C.O. is aware of the effects of 'sand tunnelling' particularly when the sand in the bullet catcher is wet or hard and dry. This phenomenon, can occur when several bullets enter the sand at or near the same point, a tunnel into the sand can be formed with a hard mass of bullets at the end. This now presents a major risk of ricochet.
- C. The RCO should ensure that the Range Log book has been signed prior to shooting, to show who is in charge and has responsibility of the Range.
- D. In the event of a change of RCO during the time that the range is open, then a formal hand over should be completed between the RCOs to ensure that the shooters are aware who the new RCO is and that the new RCO has all the keys and information required to close and secure the Range at the end of the session.

2.2.1 Before using the Range

Before firing the R.C.O. must inspect the correct operation of the following:-

- a. That the R.C.O and their assistants are wearing a high visibility jacket.
- b. Their torch is working and is on their person.
- c. All personal in the range are familiar with shooting and safety procedures in the range.
- d. The sand in the bullet catcher.
- e. That the range is in generally good order i.e. all wood cladding is in place, lighting is sufficient for the course of fire, no hard objects are placed in the bullet flight area, that doors to the electrical boxes are closed.
- f. The correct type of targets and target frames for the course of fire being used.
- g. The correct positioning of targets.
- h. That target mechanisms are working correctly.

2.2.2 During the operation of the Range

The R.C.O. must ensure that:-

- a. No firearm is loaded without a direct order from him.
- b. Muzzles are kept pointing horizontally (paying particular attention to the 70mil elevation rule) at the target during loading, unloading, stoppages and inspections after firing. (Exceptions can be made for black powder).
- c. All firearms are unloaded and inspected and placed down on the floor or bench with the breech/slide/cylinder open before anyone moves forward of the firing point.
- d. Firearms are NOT handled while anyone is forward of the firing point.
- e. Firing does not take place without a direct order.
- f. That a firearm outside the limitations of the safety ratings is not used.
- g. That the empty cases and any rubbish, is removed by the firer before leaving the firing point.

2.2.3 Completion of the firing session

- a. No firearm is removed from the point without being cleared and put in a case.
- b. All empties and rubbish is removed from the firing point.
- c. All targets and frames are returned to storage.
- d. When the firing session is ended the R.C.O. must complete and sign the Range Log showing:-
 - i. The date and time of starting and finishing shooting.
 - ii. The type and number of rounds fired.
 - iii. Any unusual incidents, e.g. breakages, accidents etc.

2.3.0 Firearm Safety

2.3.1 General

- A. KEEP your firearm in a case until you want to use it. Only take it out of the case under the instruction of the R.C.O. or conducting maintenance/repairs in the Club room or workshop/stores.
- B. When conducting work on your firearm, ensure that there is no ammunition, primers or powders in your working area and that they are packed away in suitable storage container.
- C. Small bore rifles may be assembled in the Club room or workshop/stores cabin but an indicator flag should be inserted in the breach to show that the rifle is clear.
- D. DO check your firearm is clear EVERY TIME you pick it up.
- E. DO show that your firearm is clear to any person that you are passing it to.
- F. INSIST that anyone handing you a firearm shows you that it is unloaded.
- G. ALWAYS ensure that your firearm is pointing in a safe direction.
- H. NEVER load your firearm unless you are on the firing point and under instruction from the Range Conducting Officer.
- I. DO observe the instructions of the Range Conducting Officer.
- J. DO leave the breech, slide or cylinder open when not firing, If available insert a flag in your breach.
- K. DO clean away your empties and rubbish after firing.
- L. DO wear ear protection when shooting.
- M. DO wear eye protection when firing
- N. DON'T shoot without the permission of the Range Conducting Officer.
- O. DON'T leave the firing point during a detail.
- P. DON'T go beyond the firing point without the permission of the R.C.O.
- Q. DON'T enter the firing point area until instructed to do so by the RCO.

2.3.2 Rifle

- A. NEVER rest the muzzle of a rifle on your foot or place your hand over the muzzle, except if you are muzzle loading.
- B. DON'T use a magazine unless it is required as part of the course of fire.

2.3.3 Pistol

- A. DO remove the magazine and leave the breech open when the pistol is not in use.
- B. DO open the cylinder of revolvers when not in use.
- C. DO check to see the chamber is empty
- D. DO point the pistol in line with the target at all times, except when loading black powder.
- E. DO always carry your pistol open.
- F. DO ensure that you have a safety dowel rod, clearly marked to the full depth of your black powder pistol barrel, to easily prove that the firearm is not loaded.

2.4.0 Fire Control Orders

2.4.1 General

Fire control orders can only be given by the R.C.O. They should be given in a loud commanding voice, in such a manner that every member of the detail can easily hear and understand the order being given. Each Firer will complete the instruction given only WHEN the order is given.

2.4.2 Emergencies

In the event that any firing needs to be stopped, the order will be given:-

"STOP, STOP, STOP"

Every member of the detail will, on hearing this command, stop their firing sequence, remove their finger from the trigger and return the firearm to the rest position and wait for further instructions, from the R.C.O.

2.4.3 Stationary Targets

When the R.C.O. is satisfied that it is safe to do so he will give the command:-

"Detail, You may Load."

The Detail may now load their magazines with rounds.

The R.C.O will then do their final safety checks, he may ask :-

"Anybody NOT ready?"

If he does not get a reply he will then give the command:-

"Detail, In your own time carry on."

On receiving this command the firers may commence their firing on the appropriate target.

When finished the R.C.O. will command:-

"Detail, Unload"

The firers will now remove all rounds either fired or not from the firearm's, magazines will be removed, and breaches/chambers left open ready for inspection by the R.C.O.

The R.C.O. will now pass to each firer in turn to inspect each firearm. As each firearm is proved to be empty to their satisfaction, the R.C.O., he will pronounce the firearm as :-

"Clear"

Each firer should now step clear of the firing point.

When the R.C.O. has checked and cleared all firearms and he is satisfied that all is safe, he will then give the order:-

"Detail, You may now go forward and check your targets."

Firearms left on the firing point will NOT be handled whilst people are forward of the firing point. Permission should be sought from the R.C.O. before touching any firearm on the firing point.

2.4.4 Non Stationary Targets

The R.C.O. or their deputy, will detail the course of fire. This will change depending on the competition being shot. The words of command may differ but will generally be as follows.

When the R.C.O. is satisfied that it is safe to do so they will give the command:-

"Detail, You may Load. "

The Detail may now load their magazines with rounds.

R.C.O will then do their final safety checks, he may ask :-

"Anybody NOT ready?"

If he does not get a reply he will then give the command:-

"Detail, watch and shoot, watch and shoot"

As and when targets present themselves, firers may engage the targets as previously instructed.

On completion of the course of fire the R.C.O. will continue:-

"Detail, Unload"

The firers will now remove all rounds either fired or not from the firearm, magazines will be removed, and breaches/chambers left open ready for inspection by the R.C.O.

The R.C.O. will now pass to each firer in turn to inspect each firearm. As each firearm is proved to be empty to the satisfaction of the R.C.O., he will pronounce the firearm as :-

"Clear"

Each firer should now step clear of the firing point.

When the R.C.O. has checked and cleared all firearms and he is satisfied that all is safe, he will then give the order:-

"Detail, You may now go forward and check your targets."

Firearms left on the firing point will not be handled whilst people are forward of the firing point. Permission should be sought from the R.C.O. before touching any firearm on the firing point.

2.5.0 Emergencies & Evacuation

The only evacuation route out of the Range is through the front heavy steel door. It is for this reason that the route passed the yellow and red cabins and passed the toilet block should be kept clear at all times. The storage of flammable materials in this area is strictly prohibited. The Club operates a strict no smoking rule in the tunnel and the Council Yard. The emergency evacuation assembly point is located the other side of the Council Yard near the gate to the car park.

2.5.1 General

In the event of an emergency the Police, Ambulance or Fire Brigade may be called by dialling 999 from the phone in the Club Room or from the nearest phone box.

The Range is located at:

The Old Railway Tunnel
Monmouth County/Borough Council Depot:
Mitchel Troy
MONMOUTH.
NP25 4HX
The map grid reference is SO 50751182

2.5.2 Notification to Club Official

Any of the following Club Officials should be immediately notified in the event of any emergency:-

1. The Hon. Secretary: Maria Bartlett

Yr Hafod
1a Warwick Close
Greenmeadow
CWMBRAN
NP44 5HG
Tel : 01633 770969 :land line 07827 777913 :mobile
Email: secretary@monmouthrifleclub.co.uk

2. The Hon Chairman: Mark Nicholas,

14 Rolls Avenue
MONMOUTH
NP25 5AY
Tel: 01600 715996
Email: chair@monmouthrifleclub.co.uk

3. Range Development: Chris Mills

Rosemount,
Welsh Newton Common,
MONMOUTH.
NP25 5RR
Tel: 01989 770340

2.5.3 Range Telephone number

The telephone number of the Range is 01600 712643.

2.5.4 Telephone malfunction.

In the event of the telephone in the Club Room failing, the nearest phone box is half a mile from the Tunnel. Proceed out of the Council Yard turning left onto the main road for Monmouth, follow the main road over the tunnels of the dual carriageway and down the hill passed the garage on the right hand side, to the mini roundabout and turn left. At the traffic lights turn right over the bridge and turn left at the mini roundabout. Follow this road with Waitrose on your right and turn left just before the toilet block and drive around the block and the phone box is located on your righthand side.

Do not expect your mobile phone to work in the tunnel and coverage is very limited in the Council Yard.

2.5.5 Procedure in the event of an attendee becomes incapacitated

In the event that an attendee of the Range becomes incapacitated while at the Range and they are not able to take charge of their firearms, e.g. they suffer a medical emergency and they are taken to Hospital, then it becomes the responsibility of the RCO to secure their firearms and ammunition in the Club Armoury. This is to ensure that non-authorised persons do not gain access to the firearms. Notification should be given to the Club Secretary, or Chairman as soon as practically possible. A report of the incident should be immediately given, stating that the firearms and ammunition are secure, to the local Police Force and to the Police Force, who Issued the FAC to the attendee. Advice should be sort from the Police as to the next appropriate action.

2.6.0 Certification & Authorisation

2.6.1 Range Certification

Although a range safety certificate has been issued by the Army for this range up to 30m, it remains the responsibility of the users of the range to ensure that the facilities and construction of the range, meet their needs for the safe course of fire being undertaken.

SAFETY CERTIFICATE SMALL ARMS RANGES



Army Form K.1314
(Revised 11/80)

COPY 1
(For Club/Association)

1. Type of Range
(Tick appropriate box)

Centre fire
Rifle ☒

Pistol ☒

Rimfire
Rifle ☒

Pistol ☒

Antique
Weapons ☒

2. State the following, in relation to Army Form K.1309 (Revised 11/80), which has been completed for this range:

District/Theatre/Divisional Ser. No. BM 57 to 001139 G3 LTAR	Date 7 Apr 75	Ref. No. of attached drawings _____
3. Name of Club/School and address Monmouth & District Rifle Club Monmouth Borough Council Depot Troy Depot Monmouth		4. Name and address of person responsible for the range T J Drable 6 Highfield Close Osbaston Monmouth

5. Is the range indoor or outdoor? Indoor 6. Affiliation No. (NRA/NSRA) 5933

7. Number of club members at time of application 20

8. Approved firing posture (Tick appropriate box)

Prone ☒ Not Pistol

Kneeling/Sitting ☒

Standing ☒

Range 30m-25m

Range 30m-10m

Range 30m-10m

9. Restrictions on use, if any:— Minimum Range for Centre Fire Rifle is 25m; remainder weapons minimum range is 10m. Pistol not to be fired from Prone position. Minimum distances between firers 1m with screens; 1.8m without screens.

10. Ammunition Limits:

Max calibre Rimfire .22"

Max muzzle velocity Rimfire 1710 ft/sec

Centrefire .577"

Centrefire 3275 ft/sec

Max muzzle energy Rimfire 210 ft/lbs

Air danger height (where applicable) N/A

Centrefire 5160 ft/lbs

This range has been inspected and, as regards the structural arrangements (which are shown and described in the Report (Army Form K.1309 (Revised 11/80)) and plans held at this Headquarters), it conforms to the rules laid down as to the safety of Ministry of Defence (Army Department) ranges of similar character. Special attention should, however, be given to the Conditions referred to overleaf.

Date of issue 7 Apr 1995 Signature [Signature] General Officer Commanding District/Theatre/Division

S. 2 G 3 LTAR

Comd 160 CW) Bdz

2.6.2 Home Office Club Approval



Crime, Policing and Fire Group T 020 7035 4848
Drugs and Firearms Licensing F 0870 336 9030
Unit www.gov.uk/homeoffice
Firearms Section
4th Floor, Short Corridor
Lunar House, Croydon
CR9 2BY

Ms Maria Bartlett
1A Warwick Close,
Greenmeadow,
Cwmbran, NP44 5HG

25 August 2020

Our Reference: 559820

Dear Ms Bartlett

FIREARMS (AMENDMENT) ACT 1988: APPROVAL OF CLUB UNDER SECTION 15

I am writing to advise you that the Secretary of State hereby approves the club named below under section 15(1) of the Firearms (Amendment) Act 1988.

Name of Club: **Monmouth and District Rifle Club CIC**

Name and address
of Club Secretary: Ms Maria Bartlett
1A Warwick Close,
Greenmeadow,
Cwmbran, NP44 5HG

Police Force Area of Club: **Gwent**

Home Office Ref: 559820

Approval for the following classes of firearms:

Small Bore Rifles

Full Bore Rifles (not designed or adapted to fire ammunition capable of discharging projectiles at muzzle energies greater than 10,000 foot pounds)

Muzzle-loading Pistols

This approval is valid from **25 August 2020 to 24 August 2026**



IMPORTANT NOTE

The Secretary of State and the Chief Officer of police MUST be notified should any of the following occur:-

- there is a change of club secretary/designated responsible officer
- there is a change in the club secretary's/designated responsible officer's address
- there is a loss of the club range(s) or intention to use alternative or additional ranges
- there is a change to the name of club
- the club amalgamates with another club, or
- the club disbands

Yours sincerely



David Hughes
Head of Firearms Licensing

Emergency E-licence



No Smoking
in the Tunnel
or in The Council Yard