

RANGE ACTION SAFETY PLAN

The National Shooting Centre
Bisley Camp
Brookwood
Woking Surrey
GU24 0PB

Telephone: 01483 797777 Ext 178
E-mail: Jodie.Gray-Piazza@nra.org.uk

See Distribution

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RANGE ACTION SAFETY PLAN (RASP) FOR RECREATIONAL SHOOTING AT THE NATIONAL SHOOTING CENTRE (NSC) BISLEY

General

This RASP governs the safe conduct of shooting at Bisley. All users of the Ranges are bound by this Safety Plan, other than HM Forces and Government agencies operating under their own procedures with prior approval from the National Rifle Association. Recreational shooting will take place seven days a week, and up to 52 weeks annually on the following ranges:

- a. Stickledown
- b. Butt Zero
- c. Century
- d. Short Siberia
- e. Cheylesmore
- f. Melville
- g. Winans
- h. Zero
- i. Chobham Ridge
- j. BSRC
- k. NCSC
- l. BSG

Where NRA members/staff are authorised by the NRA to shoot in areas other than designated rifle ranges, they are to “sign on” at the Range Office, annotating the sheet with the area within which they are shooting and the activity they are conducting. Where appropriate specific orders are to be drafted, users are to sign the Orders and the Range Office is to hold the signed copy.

For the purpose of this document, all NSC instructors delivering training or corporate events are classified as ROs.

Aim

The aim of this RASP is to:

- a. Ensure a rapid and effective response to incidents and occurrences
- b. Define the duties and responsibilities of the NSC Range Staff

- c. Detail points and subjects to be covered in Range Safety Briefings

INCIDENT REACTION

1. In the event of an incident, hearing the emergency hooter or hearing 'STOP STOP STOP' the Immediate Action detailed below is to be carried out:

- a. Emergency Hooter or STOP, STOP, STOP heard:
 - i. All firing is to cease immediately
 - 1. BSG to inform instructors/ROs within Cottesloe Heath
 - ii. All manually marked targets are to be lowered
 - iii. Firers are to stop firing , remove their finger from the trigger, keep the firearm pointing at the target and await further instructions
 - iv. Follow instructions from the Range Staff
- b. If the incident has occurred within their area of responsibility the CRO/RO is to inform Range Control immediately.
- c. All CROs/ROs on the Bisley range complex are to change to the Control channel and await instructions from Range Control. All radio traffic is to be minimised.
- d. Range Control will perform the function of Incident Control appropriate to the incident and request emergency services, if not already done so by personnel at the scene.

2. **MEDICAL.** First aid is provided by NRA qualified staff.

- e. **Actions on a casualty or member being taken ill:**
 - i. If safety is compromised initiate Immediate Action Drill –'STOP, STOP, STOP'
 - ii. RO/CRO to inform Range Control
 - iii. RO/CRO to clear the firing point as necessary to provide safe access
 - iv. Range Control deploy a first aider with trauma pack
 - v. Range Control request emergency services by dialling 999 if appropriate
 - vi. Range Control deploy a guide to the Emergency RV – main gate
 - vii. Range Control will monitor the situation and prepare to request additional services (Air Ambulance) if the situation should deteriorate
 - viii. Range Office to inform CEO, Head of Shooting and Range Services Manager if they are not on site

3. The RO is to ensure:

- a. All evidence is to be preserved
- b. Witness names are to be recorded

c. An Incident Report is to be completed as soon as possible after the incident

4. Prompt and detailed investigations of accident/incidents are essential and it is the duty of everyone involved to cooperate fully with the appointed investigation team. This helps establish the cause and may prevent a recurrence.

5. UNEXPLODED ORDNANCE

a. Actions on locating suspected unexploded ordnance/military hardware:

- i. Initiate Immediate Action Drill –‘STOP, STOP, STOP’
- ii. Inform Range Control
- iii. **Confirm** – without disturbing the object attempt to confirm it is unexploded ordnance
- iv. **Clear** – Ensure all firearms are safe and move all personnel out of the area to a minimum distance of 100m
- v. **Cordon** – ensure people or vehicles do not approach the object
- vi. **Control** - the situation until staff arrive from Range Control
- vii. Range Control will inform HQ DTE Longmoor Ops Room – 01420 483405

Safe Persons

6. The following NRA Staff are empowered to authorise, direct and manage shooting:

Ser	Appointment	Remarks
1	Chief Executive Officer	
2	Head of Shooting and Training	
3	Range Services Manager	
4	National Training Manager	
5	Safety Legal & Technical Mgr	
6	Range Safety Personnel	
7	Range Control Personnel	

7. **Range Safety Supervisor (RSS).** The senior member of NRA staff on duty is responsible for the safe plotting of the range template, ensuring that sufficient separation is maintained between shooting parties and will schedule and control all movement on the ranges, including “falling back”.

8. **Chief Range Officer (CRO).** When appointed, the CRO is responsible for the format and conduct of the practice. The CRO is to oversee the ROs providing advice and guidance as necessary. The CRO is responsible to the Range Safety Supervisor for safe and correct conduct of the practice on the range.

9. **Range Officer (RO).** The RO is responsible for all aspects of live firing under their direct control including personnel, range infrastructure, the conduct of shooting practices, the maintenance of discipline, adherence to Range Regulations and safety. The RO is not to act as a Supervisor for probationary members.

10. The RO is to read Bisley Range Regulations, Range Specific Orders and the "Duties of the RO". The RO is to "sign on" to the Range at the Range Office. When signing on to the range the RO confirms:

- a. That they are a Suitably Qualified and Experienced Person (SQEP) to carry out the duties of RO.
- b. They accept responsibility for ensuring that all activity under their supervision is conducted in accordance with NRA Range Regulations.
- c. That all personnel shooting under their control: are fit to handle firearms and either certified competent on the relevant firearm or supervised by someone who is so certified.

11. A radio will be allocated to each shooting distance/range. The RO is to establish communications with Range Control if any issues arise.

12. All movement on the range is controlled and coordinated by Range Control. The RO is to seek clearance prior to any movement on the range, including falling back.

13. Prior to giving permission to fire, the CRO/RO is to ensure that it is safe in all respects to commence shooting and that permission to commence firing has been granted by Range Control.

14. **Safety Supervisors (SS).** Where deemed appropriate Safety Supervisors are appointed by the RO and act on his behalf. Safety Supervisors are deemed competent by their appointment. They are to:

- a. Supervise and offer guidance to firers as required
- b. Ensure the safe conduct of firing in accordance with range regulations and the discipline specific firearm drills
- c. Ensure safe handling of firearms on the firing point at all times
- d. Prove firearms clear before permitting them to be removed from the firing point

15. **Butts Officer/Supervisor.** The Butt Officer/Supervisor is responsible for the conduct of the Target Markers whilst in the Butts. In particular they are to ensure that:

- a. All personnel remain under the cover of the mantlet whilst live firing is taking place
- b. All personnel are wearing the appropriate PPE
- c. Targets are presented at correct times, and in the correct manner in accordance with the practice
- d. Drugs/alcohol are not consumed/used in the Butts

Safe Place

16. When "signing on" to the range the CRO/RO is confirming that they are entirely familiar with this range, range orders, constraints and facilities and by signing on to the range agree to abide by all relevant Range and Bisley Camp regulations. Where the RO is not familiar with the range they are to conduct a recce and request a briefing from Range Office staff. The range recce may be conducted on the same day as the booking.

17. The ranges are inspected by at least one of the agencies listed below every month and are subjected to an annual maintenance plan:

- a. MOD
- b. CNC
- c. NRA

CRO/RO Action at the Range

18. Refer to Duties of an RO at <https://nationalshootingcentre.co.uk/range-regulations/>

Safe Firearms and Equipment

19. The CRO/RO is to ensure that all firearms and ammunition natures that will be fired are permitted in accordance with Range Regulations.

- a. Range users are responsible for ensuring that their firearm is safe
- b. NSC hire firearms are inspected and serviced by NRA armourers and checked prior to issue

Safe Practice

20. Risk Assessment

- a. Standard Shooting practices are to be conducted in accordance with the NRA Safe System of Shooting
- b. Courses of fire that include non-standard shooting practices e.g. movement are to be approved by Range Control and may be subject to an activity specific risk assessment

21. **Personal Protection Equipment (PPE).** The RO is responsible for ensuring that firers and bystanders are in possession of serviceable and appropriate PPE prior to the commencement of shooting.

22. The CRO/RO is to brief all range staff prior to firing. The briefing is to cover:

- a. Communication and emergency procedure including medical provisions
- b. Details of the Range activity being conducted and neighbouring firers activity including details of falling back
- c. The general outline and sequence of events
- d. Regulations particular to the range

23. A separate briefing for firers is to include as a minimum:

- a. The signal for commencement and cessation of shooting
- b. Emergency signal to stop firing – Emergency Hooter or “Stop, Stop, Stop.”
- c. Action on receipt of the emergency signal:

- i. All firing is to cease immediately*
- ii. Firers are to remove finger from the trigger, keep the firearm pointing at the target and await further instructions*
- iii. Follow CRO/RO instructions*
- d. Medical cover
- e. Permitted firearm states at each stage
- f. Details of the practice

25. The CRO/RO is not to allow firearms to be placed on the firing point until clearance to fire is given by Range Control.

Completion of each Detail

26. The firer is responsible for ensuring that their firearm is clear and that it is independently inspected in accordance with NRA Safety Rules before it is removed from the firing point. The action of “unloading” requires that, before inspection, such of the following actions as are possible for the firearm type have been carried out:

- a. Safety catch applied
- b. Magazine removed
- c. Integral magazine/cylinder emptied
- d. Chamber and action cleared of rounds, misfires and empty cases
- e. Working parts fully open and locked

27. The chamber, action, boltface and magazine may then be inspected bolt removed/insert breech flag/magazine block.

28. There is to be no movement forward of the firing point until this procedure is complete.

29. On completion of the final detail all firing points are to be cleared of empty cases and checked for live ammunition.

J Gray-Piazza
Range Services Manager