



# Levin Miniature Rifle Club (LMRC) Shooting Range Standing Orders

The Shooting Range Operator (SRO) is responsible for producing the Range Standing Orders (RSOs).

<b>1 Shooting range/multi-range site (complex) name</b>
Levin Miniature Rifle Club (LMRC) Incorporated
<b>2 Names of individual ranges</b>
Levin Miniature Rifles Club (LMRC) Indoor Range
<b>3 RSOs date</b> <i>(date RSOs were authorised)</i>
28 March 2023 (authorised at AGM)
<b>4 Introduction</b>
<b>Information about the range</b>
4.1 The Range was established in 1952 when LMRC moved here and the club formed in 1929.
<b>The legal title of the land on which the range is located, and any associated land affected by the range danger area</b> <i>(if different)</i>
4.2 The Range is located in a building owned by LMRC and Kia Mia Scout Group Levin located on land owned by Horowhenua District Council
<b>The name of the landowner(s) or controlling authority that approve the use of their land as a shooting range</b>
4.3 LMRC has a consent to occupy its building from Horowhenua District Council and to use its portion of the building as a rifle range
<b>Hours of operation</b>
4.4 LMRC club night is Monday from 7pm and at any other time when needed for championship or representative matches, training or special groups. The Levin Pistol Club night is Tuesday from 6:30pm and at other time agreed with LMRC for championship or representative matches, training or special groups.
<b>5 Responsibility</b>
<b>Name of the SRO</b> <i>(who is responsible for the overall safe operation of the range)</i>
5.1 <b>The LMRC committee is responsible</b> for the overall safe operation of the range
<b>The person in charge of the day-to-day administration, management, and maintenance of the range</b> <i>(if not the SRO)</i>
5.2 The SRO above
<b>6 Compliance with Range Standing Orders (RSOs)</b>
6.1 All organisations, groups and persons using this range must comply with these RSOs
6.2 Failure to do so may result in their permission to use the range being removed. Any individual who may be in breach of these RSOs will be reported to the SRO
<b>7 Range Location</b>

7.1 21 Baden Street, Levin 5510	
<b>NZTM map sheet number and grid reference</b>	
7.2 -40.6313644 and 175.2870929, BD 33	
<b>8 Approved range users and priority of use</b>	
8.1	
<ul style="list-style-type: none"> <li>Levin Miniature Rifle Club and its affiliated members</li> <li>Levin Pistol Club and its affiliated members</li> <li>Members of Target Shooting New Zealand</li> <li>Other users approved by LMRC committee</li> <li>The range is not to be allocated for use by non-members or non-affiliated organisations without the authority of the LMRC committee</li> <li>Public use of the range is restricted to visitors to LMRC and Levin Pistol Club, who have the right of refusal for any visitor</li> </ul>	
<b>9 Warning flags and danger signs</b>	
9.1 Red lights are used to control shooting on indoor ranges (TSNZ rule). There are three red lights used – two in the range area and one above the stairway leading down to the range. These are used to indicate when shooting is in progress and access to the range is not permitted.	
<b>10 Description of individual ranges, restrictions, and conditions of use (in numerical order)</b>	
<b>Range 1 (Number or name):</b>	LMRC indoor range
<b>Range description</b>	
10.1 25 yd long, indoor, No Danger Area range	
<b>Restrictions</b>	
Only .22 and 4.5mm .177 calibre low velocity ammunition approved for use with targets supplied by either the LMRC or Pistol Club are to be used. Only bullets made of lead or similar soft material are permitted.	
0.22 calibre <b>single shot bolt/lever action rifles and pistols</b> plus 0.177 air rifles are the only approved firearms to be used on this range.	
<b>Conditions of use</b>	
Firing positions may be prone (supported), benchrest, kneeling, standing, and prone unsupported	
<b>11 Range safety roles</b>	
11.1 An Officer on Duty (Range Officer) (RO) must be on duty whenever the range is in use. The Range Officer shall be an experienced and qualified person approved by the LMRC committee. The RO must be knowledgeable of these RSOs before overseeing any shooting on this range. The RO on duty is responsible for recording in the Range book, their name, and the date they were on duty. The Levin Pistol Club requirements are included in Annex C.	
<b>12 Range safety rules</b>	
<i>Generic safety rules for the use of the range</i>	
12.1	
All Target Shooting NZ Safety rules apply, refer to TSNA Indoor Rules. Excerpts include:	
<ul style="list-style-type: none"> <li>LMRC committee is responsible for overall safety. The committee may establish further safety rules considered necessary for this range.</li> <li>The Range Officer is responsible for safety on the firing point and must ensure that the commands are obeyed and that all firearms are handles safely.</li> </ul>	

<ul style="list-style-type: none"> <li>• Any person who has consumed alcohol or other substance causing impairment which may render them unsafe to handle firearms, shall not participate in any shooting activity while under the influence of alcohol or other substance causing impairment.</li> <li>• The actions of all rifles containing the bolt or lever action must remain open with a safety flag inserted at all times, except when on the firing point and until after the Range Officer has turned the red lights off and given instructions to remove safety flags.</li> <li>• Rifles must only be loaded on the firing point with the muzzle pointing forward of the firing line after the appropriate instruction has been given by the Range Officer.</li> <li>• The final locking of the action shall not take place until the butt of the rifle is in contact with the competitor's shoulder and the muzzle is pointed in a safe direction towards the target.</li> <li>• When personnel are forward of the firing line, rifles shall be unloaded with the actions open and butts on the ground.</li> </ul>
<p><i>Specific requirements before, during and after shooting</i></p> <p>12.2</p> <ul style="list-style-type: none"> <li>• Any unlicensed or inexperienced shooters must be under the supervision of an experienced/licensed club member within the range area at all times (Coaches).</li> <li>• All competitors, officials and other people in the immediate vicinity of the firing point are urged to wear earplugs, earmuffs, or similar ear protection.</li> <li>• No food is to be consumed within the downstairs range area.</li> </ul>
<p><i>Approved shooting activities</i></p> <p>12.3</p> <ul style="list-style-type: none"> <li>• Indoor target rifle shooting of 0.22 calibre rimfire ammunition</li> <li>• Indoor air rifle shooting of 0.177 calibre ammunition</li> <li>• Indoor pistol shooting of 0.22 calibre ammunition</li> </ul>
<p><b>13 New ammunition use</b></p>
<p>13.1 Any ammunition not listed in section 10 must be approved by the SRO for inclusion in these RSOs.</p>
<p><b>14 Targets</b></p>
<p><i>Approved soft and hard target types to be used</i></p> <p>14.1 Paper target provided by LMRC</p>
<p><i>The correct placement of targets</i></p> <p>14.2 All targets must be placed on the frames provided</p>
<p><i>Approved target centre heights</i></p> <p>14.3</p> <p>Target frames are to be placed such that the bottom row of target centres is at least 225mm from the range floor. Ricochet or backsplash protected objects may encroach within the required 225mm. e.g. range lighting protection (this complies with the approved CofF requirement in the Police Shooting Manual of +/- 10 mils CofF for Rimfire Rifles).</p>
<p><i>The procedure for approval and use of new targets</i></p> <p>14.4 N/A</p>
<p><b>15 Steel targets</b></p>
<p><i>Provide instructions for the use of approved steel targets (if applicable)</i></p> <p>15.1 N/A</p>
<p><b>16 Moving targets</b></p>
<p><i>Provide instructions for the operation of moving targets</i></p> <p>16.1 N/A</p>
<p><b>17 Minimum safe engagement distances</b></p>
<p>17.1</p> <ul style="list-style-type: none"> <li>• 0.22 LR targets 25 yards</li> <li>• Backstop and bullet trap are constructed of sheet steel. The backstop is the full length and height of the butt stop.</li> <li>• The bullet trap is 200mm in front of the backstop and is on an angle of 45 degrees.</li> </ul>

## 18 Eye and hearing protection

18.1

- Hearing protection is recommended
- Eye protection is not required on this range

## 19 Medical and emergency

*Location of first aid/medical kit*

19.1

There are two first aid kits at the range, as follows:

- One upstairs in the kitchen (marked by First Aid sign)
- One in the downstairs range area (marked by First Aid sign)

*Describe a suitable method (cell phone/landline/radio) to contact emergency services*

19.2

There is no telephone connected by landline in the range, use any available mobile phone. In an emergency dial 111 and ask for the required service. Our address is Baden Street, Levin.

## 20 Accident/incident procedure

*Describe the procedure in case of an accident /incident on the range not involving a firearm or ammunition*

20.1

Accident not involving a firearm:

- Cease firing
- Ensure the scene is safe for all participants
- Render immediate first aid and assess the need for evacuation of the casualty to the nearest medical facility or onsite recovery by emergency services
- Notify a member of the LMRC committee

*Describe the procedure in case of an accident /incident on the range involving a firearm or ammunition*

20.2

Accident involving a firearm:

- Cease firing
- Ensure the scene is safe for all participants
- Render immediate first aid and assess the need for evacuation of the casualty to the nearest medical facility or onsite recovery by emergency services
- Make no attempt to remove or strip the firearm
- Notify the Police as soon as possible
- Advise a member of the LMRC committee

## 21 Fire precautions and procedures

*Evacuation procedure in the event of a fire*

21.1

All precautions are to be taken to reduce the risk of fire in and around the range. Notify a member of the LMRC committee of any concerns.

- In the event of fire, dial 111, ask for Fire Service. Our address is Baden Street, Levin
- Notify all occupants of the range, assist them to evacuate.
- Use the marked Exits to evacuate the building.
- The evacuation point is Baden Street – a safe distance from the range building.

*Location of onsite fire alarms and equipment*

21.2

There are two fire extinguishers at the range as follows:

- One upstairs marked by the fire extinguisher sign
- One downstairs on the range marked by a fire extinguisher sign

*Any relevant seasonal fire restrictions that must be complied with*

21.3 N/A

## 22 Range Clearance

*Describe the procedure for clearance of the range at the completion of the shooting activity*

22.1 At the completion of all shooting:

- Club rifles must have their bolts removed and locked separately in the bolt safe
- Club rifles are to be locked in the firearms cabinet and the locks tested
- All ammunition remaining on the premises must be locked in the ammunition safe, and the lock tested
- Other club equipment such as jackets, slings, earmuffs and scopes must be placed in the correct storage
- Check the range and clubroom walking areas for any trip hazards and clear them if needed, so the range is ready for next use
- Turn off the lights and all other electrical appliances
- Check the gas heater is switched off
- Turn the power off at the main board
- Lock the range door and check the lock
- Lock the outer steel gate and check the lock

### 23 Unauthorised access and/or use of the range

*Describe the procedure for the managing any unauthorised access and/or use of the range*

23.1 The range is only available to LMRC and Levin Pistol Club members and those authorised by the LMRC committee.

- State if written or verbal authorisation is required
- Any individual or organisation not authorised to use the range may be asked to leave the range immediately
- Any refusal to leave should be reported to the Police as soon as possible

### 24 Cone(s) of Fire (CoF)

24.1 The CofF is a 436mm radius from the point of aim on the left hand most target.

### 25 Inability of the shooter to achieve Cone of Fire

25.1 Should a shooter be unable to achieve the Cone of Fire (CofF), they should be given intensive one on one coaching and attempts made to determine why they cannot achieve CofF. If they are still unable to achieve CofF they must not be permitted to continue shooting.

### 26 Unlicensed of inexperienced shooters

26.1 On their first visit to the range unlicensed and inexperienced shooters will be given instruction and immediate supervision from a club member approved by a member of the LMRC committee and shall shoot on a rest until the CofF is achieved. Following this the appropriate level of ongoing supervision will be determined, noting that Police regulations require that unlicensed shooters are required to be supervised at all times.

### 27 Test firing

27.1 If a test rig is used for bench testing ammunition, targets must be aligned so that all shots fall within the confines of the bullet catchers.

### 28 Air danger height (ADH)

*List approved ADHs for the range*

28.1 N/A for indoor ranges

*Describe the procedure for aircraft intrusion over the range danger area*

28.2 N/A

*Describe any procedure required by agreement with the local aerodrome(s) or CAA for use of the range (if applicable)*

28.3 N/A

### 29 Range maintenance plan

29.1

- Bullet catchers will be assessed for wear at the end of each season, and repairs made as necessary
- If backsplash is observed on any targets the bullet catcher should be checked for issues, and if necessary, that Firing Lane (mound) not used until the issue is fixed
- Sufficient maintenance is regularly required to maintain a clean range

- The range should be cleaned at the end of each use by all clubs and any maintenance requirements reported to a member of the LMRC committee

### **30 Children (minors)**

#### **30.1**

- Children under the age of 13 are not permitted forward of the firing point (TSNZ rule)
- Children under the age of 13 must be accompanied by an adult

### **31 Health and hygiene**

#### **31.1**

- Lead dust is an issue all shooters need to be aware of
- After shooting, wash hands before eating or drinking
- No food to be consumed on the range
- All fans and extractor fans should be turned on prior to any shooting on the range

### **32 Domestic animals**

32.1 Domestic animals are permitted in the clubroom with the approval from the LMRC committee. No animals are permitted on or forward of the firing point.

### **33 Additional headings**

33.1 N/A

### **34 Amendment to RSOs**

34.1 The shooting range operator must have approval from LMRC Committee before making any change to the range standing orders that will or may affect the ballistic characteristics, operation, or safety of the range. Amendments approved are to be included in the RSO's and the authorised version is to be displayed on the club notice board and be made accessible to all range users.

### **35 Authorisation of RSOs**

35.1 This RSO was approved by LMRC Committee on 28 March 2023.

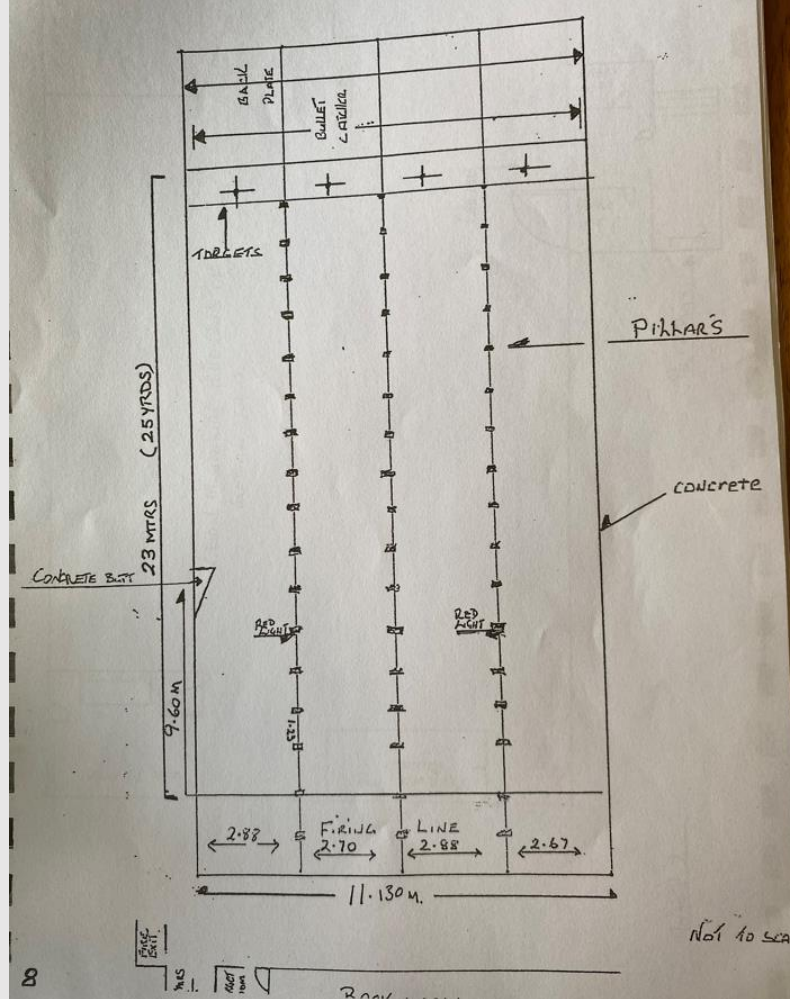
### **36 Distribution list**

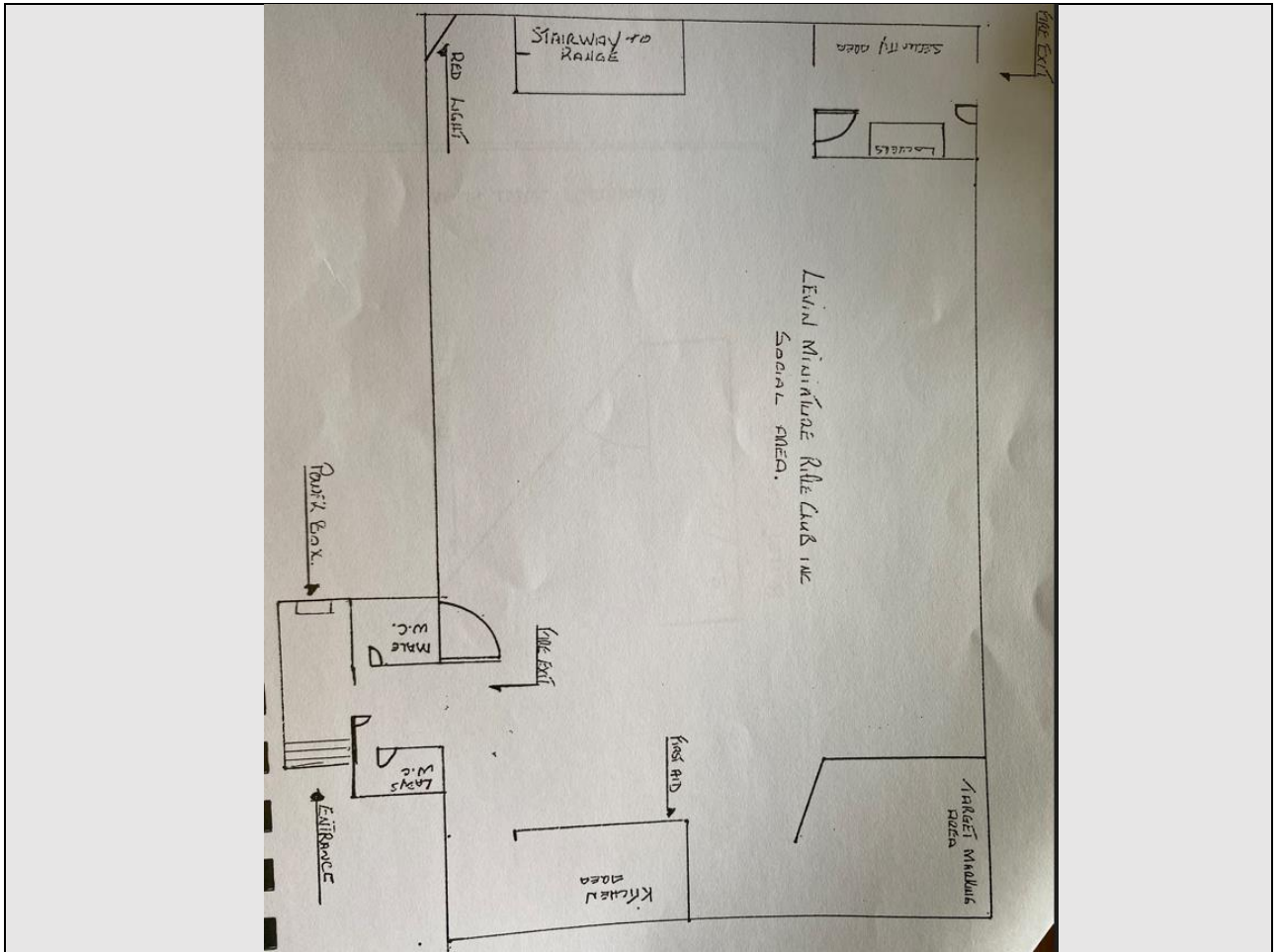
#### **36.1**

- All LMRC members
- LMRC notice board
- Levin Pistol Club
- LMRC visitor register

### **37 Annexes**

### A. Range layout and location





B. Range danger area – N/A (NDA indoor range)

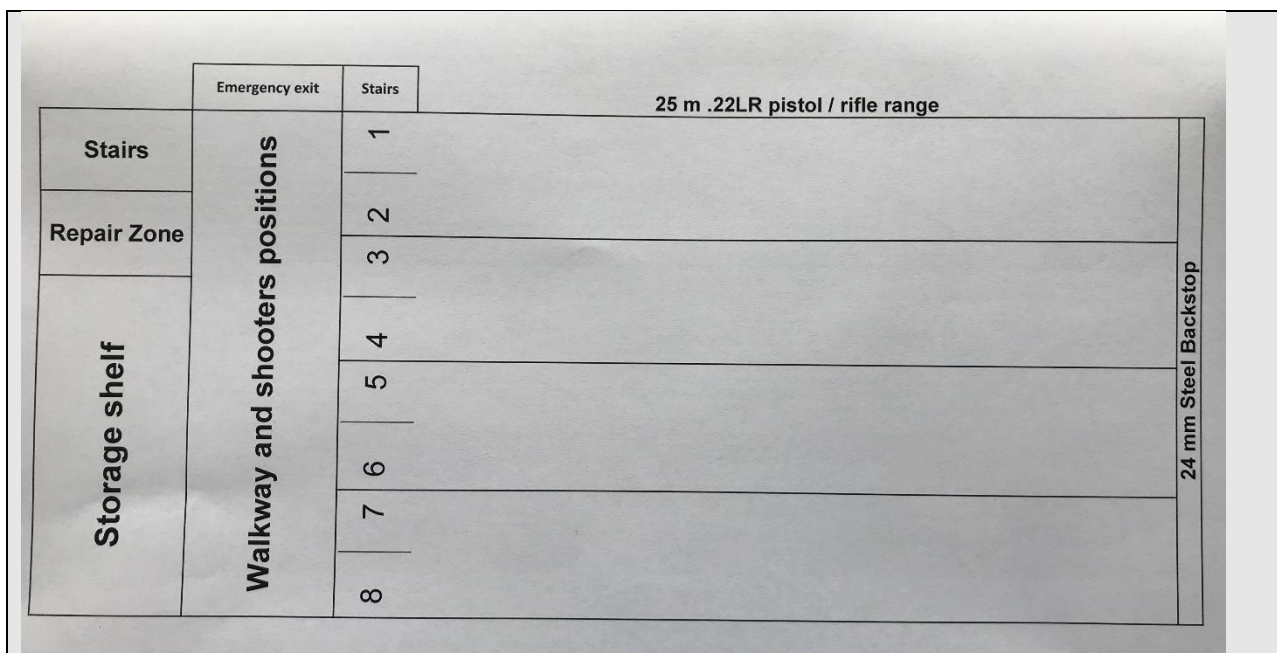
C. Additional shooting organisations

1. LEVIN PISTOL CLUB ADDITIONAL REQUIREMENTS

- A. The LMRC Indoor Range is rented from the Levin Miniature Rifle Club, the latter are the owners of this range. Pistol shooting is only allowed from standing position.
- B. **These requirements are applicable to ALL PERSONS who enter the LMRC range when in use by the Levin Pistol Club Inc.**
- C. Name of the owner permitting the use of the shooting range: Levin Miniature Rifle Club.
- D. The normal hours of operation by the Levin Pistol Club are Tuesday nights between 18.30hrs. and 21.00 hrs in accordance with our annual club activities calendar.

Range layout for Pistol Club shooting:





## 2. Compliance with RSOs

The Levin Pistol Club will comply with the LMRC Range Standing Orders and will ensure all club members are aware of and comply with the conditions that apply to this range.

Please note:

- A. A club member's failure to comply with the RSO and/or instructions of the Range Officer in charge of the range is considered serious misconduct and a breach of the Arms amendment Regulations 1992 version 15 December 2022.
- B. This will result in instant removal of the member from the range and the club premises.
- C. A club member that is removed from the range is referred to the LPC committee and stood down from the club until the LPC committee has met and is able to assess what further action is required.
- D. The RO and/or committee member that removes the affected club member is to complete an incident form immediately to ensure the incident is appropriately documented for action by the LPC committee.

## 3. Levin Pistol Club specific safety rules

### a. Generic safety rules.

- A. All members must wear their current LPC ID while in the clubrooms and on the range. **Please note: No current ID means no access to the range.**
- B. The RO shall be responsible for the observance of these rules and for the reporting of any breach to the Club Committee without delay.
- C. No pistol shooting shall take place on the range except under the control of a RO holding the appropriate RO qualification and a FAL with a B endorsement. When a range is in use, it shall at all times be under the control of a Range Officer (RO) whose authority is absolute and all persons on the range shall act under their direction.
- D. Firearms are not to be loaded unless under the direct control of a RO or Match Official.
- E. All firearms must be pointed down-range at all times.
- F. Firearms and ammunition must not be left unattended at any time.
- G. Firearms that are not your own are not to be touched without owner's consent.
- H. Firearms or ammunition are not to be handled while the range is closed
- I. Pistols are not to be placed or carried (loaded or unloaded) in a holster on this range.
- J. Pistols must be cased not carried in the hand, at all times when moving about the range, unless under the control of a RO or other Match Official as part of an approved match.

- K. **Firearms must not be pointed above the backstop whilst taking aim, loading, reloading, or clearing a malfunction, such action will result in disqualification from the match.**
- L. The range has a repair Zone declared, firearms may be cleaned, repaired or tested by cycling or dry fired ONLY in this zone. Ammunition or anything resembling ammunition including dummy or drill rounds are not permitted to be handled in the repair zone under any circumstances.
- M. The buying and selling of .22LR ammunition is controlled by the ammunition master. All ammunition held by the club, bought and sold is recorded in the LPC ammunition register.

#### **LPC Inc. Range Commands and shooter's actions.**

##### **1. The range is open**

Shooter's Action: Put on eyes and ears protection.

Remove your pistol from its receptacle, place it on the shooting bench with the barrel down range, chamber open. Clear chamber flag inserted and empty magazine against the pistol with the loading side up. (Revolvers with cylinders open). Please note: Ensure you use a device to keep the pistol's chamber open for pistols that cannot be latched). Ammunition can be opened and placed on the shooting bench.

##### **2. You may load 5 rounds and make ready**

Shooter's actions: Remove your clear chamber flag. Load your magazine, chamber or cylinder. Cock your pistol, ensure your finger is off the trigger while maintaining your shooting arm in a 45 degrees safety angle with the barrel facing down range. You may not place a loaded gun on the shooting bench.

##### **3. Are you ready, fire**

Shooter's action: Commence firing until you have completed your series, then unload and place your pistol on the shooting bench with the barrel down range, the chamber open and empty magazine against the pistol with the loading side up. Step back from the firing line.

##### **4. You may load 5 rounds for your next series**

Shooter's action: Load your magazine, chamber or cylinder. Cock your pistol, ensure your finger is off the trigger while maintaining your shooting arm in a 45 degrees safety angle with the barrel facing down range. You may not place a loaded gun on the shooting bench.

##### **5. Cease fire and unload,**

Shooter's actions: Unload your pistols and magazines. Insert your clear chamber flag. Pistols are placed on the shooting bench with the barrel down range, the chamber open, clear chamber flag inserted and empty magazine against the pistol with the loading side up. (Revolvers with cylinders open). Shooters may remove eye and ear protection and must step back from the firing line.

RO's actions: Check all weapons/magazines are empty and safe prior to proceeding.

##### **6. The range is closed. You may wind back and patch**

Shooter's actions: Wind back targets to the firing line and score as required. Patch and return targets to the shooting position as close to the back stop as possible. You may not touch any weapons or magazines.

**Please note:** All pistols need to be cleared by the range officer prior to the shooter returning them to their locked receptacle and removing them from the firing line

#### **b. Special requirements before, during and post shooting.**

- When entering the range, Shooters need to complete the range attendance register, either in hard copy or via our QR code email system.
- Before shooting, all weapons and ammunition remain cased until the Range Officer opens the range.
- Shooters prepare the targets and these are placed at the 25m backstop only.

- All the required signage and rules are displayed prior to the RO opening the range.
- No firearms that have had alterations or modifications made to them that makes them illegal or unsafe may be used on this range at any time.
- No firearms that are held against a “C” category firearms Licence may be used on this range at any time.
- All members on the range are to wear eyes and ears protection suitable for the .22LR calibre being used.
- Shooters are to put up their hand up in case of a misfire or malfunction and receive assistance from the RO as required.
- No pistol repairs are allowed on the range. There is a specific repair zone available for this.
- When the RO opens the range the upstairs light is switched on and the range light if switched off.
- The pistols and ammunition can be removed from their cases and the muzzles always need to be pointing down range.
- During shooting, **No observers or visitors** are allowed on the range unless under direct supervision of the LPC range master/trainer. They are prohibited from speaking or interacting with the shooters and/or the RO during the period the range is open.
- Post shooting the RO checks all the pistol chambers to ensure they are empty and a flag is placed in the empty barrel. Revolvers have their cylinders out and semi auto-pistols have an open chamber and the empty magazine is placed on top of the pistol so it is clearly visible that there are no bullets present in the magazine or cylinder.
- Once this is visually inspected by the RO the range is closed and the RO will give the command that the range is closed.
- When the RO closes the range the upstairs red light is switched off and the range red light if switched on.
- After the red light on the range is switched on the RO gives the command that the targets can be wound back to the shooting position and scored and/or patched.
- When the shooter has completed their shooting and the range is still open, the RO checks their weapon is clear prior to the weapons being cased and locked.
- Club guns are giving out and returned to their case by the RO and / or the Club Armourer / Trainer only.
- After all shooting has been completed for the entire club meeting, the pistol targets and signage are remove and stored. The carpet is vacuumed to avoid any fire risk due to potential gun powder build up.

#### 4. Restrictions

Club members are allowed to use .22LR hand guns on the range that are registered under a B endorsement for either themselves, another member and/or the club armourer. Only .22LR low velocity ammunition can be used. No other ammunition is approved for use on this range.

#### 5. Conditions of use

- A. All members and visitors are required to register when entering the club rooms and before entering the range. There are 2 ways of registering. One is by entering their PNZ FM1 number and FAL Number if available, visitors enter their full name, address and phone number on the club register for the evening. The second one is for members only to register attendance via a QR code where the registration get emailed directly to the secretary of the LPC.
- B. Members can only use the Range under supervision of a qualified Range Officer who is a full LPC club member and is in the possession of a current FAL with a B endorsement, present on the range.
- C. There can only be 8 active shooters on the range at one time.
- D. New shooters are under direct supervision of a full LPC club member who is in the possession of a current FAL with a B endorsement.
- E. Probationary members are only allowed to shoot under the supervision of a club member who holds full membership and a FAL with a B endorsement. Direct or indirect supervision is depending on the safety skills the probationary member has displayed. This is decided and signed off by the Club Trainer only.

- F. The supervising club members are allocated to probationary shooters by the Range Master / Club trainer and documented on the squad cards. This process is maintained until a probationary member has been approved for full membership and can shoot consistently within the cone of fire allowed for this range.
- G. Only shooters (and the club trainer, supervisors of new/probationary members and trainee RO's) and the RO are allowed to be on the range when the range is open, this will limit the distraction of the shooters and RO.
- H. Access to the range is controlled by turning a red light on in the club rooms when the range is open. No members in the club rooms are allowed to access the range with the exception of the Range Master / Club Trainer. Access is controlled by using squad cards for each shooting squad.

## **6. Targets / New target systems**

Only paper or card board 25m ISSF targets are approved for use on the range.

The correct target placement is at the 25m mark as close to the bullet catcher / back stop which is as far as the target pully system will transport the target.

The approved target centre height is 750 mm from the roof of the range and 570 mm from the floor of the range

Any changes made to the target system and the use of new targets require approval by the LPC committee and the inspector of Clubs and Ranges of the New Zealand Police prior to use.

## **7. Un-licenced or inexperienced shooters and test firing**

- A. All new members are trained on the LPC indoor club range only. They are supervised by the club trainer using a preformatted and sign off training program. This program has been adopted from the PNZ shooters training program.
- B. For safety reasons new and probationary members are only allowed to shoot under the supervision of a club member who holds full membership and a FAL with a B endorsement.
- C. Direct or indirect supervision is depending on the safety skills the new member has displayed. This is decided and signed off by the Club Trainer and/or Range Officer in charge of the range. Direct supervision means the new/probationary members has full membership members with a current FAL with a B endorsement standing behind them. Indirect supervision means the new/probationary members has full membership members with a current FAL with a B endorsement shooting in the bay next to them.
- D. Test firing for new shooters starts with shooting one bullet only preferably in a revolver to allow the new shooter to become confident in handling a firearm and is slowly build up from there.
- E. Potential new members who want to become a pistol shooter are able to participate in no more or less than 3 shooting activities LPC under immediate supervision.
- F. Shooters who become a probationary member can continue to shoot under immediate supervision for a further 12 months. After this 12-month period but no sooner than after the 6-month period, they must give evidence that they have applied for a NZ firearms licence/ B endorsement and must have passed the PNZ examination for new members safety and Range Officers test and are awaiting the outcome of their FAL licence / endorsement application.
- G. In addition, the LPC probationary members need to show evidence that they have successfully completed their LPC training program and are able to shoot within a Cof of 23mm. After this they can apply to the LPC committee for full membership. Each application is assessed in the committee meeting and members are notified of the outcome.
- H. A shooter who fulfils the previous points may be permitted to continue to participate in further shooting activities under immediate supervision. Under the determination of their application for up to 30 months without a FAL.
- I. All persons not involved in the match being shot are to remain in the upstairs club rooms. Their behaviours must not to interfere with the giving of instructions by any Range Officer (RO).
- J. Un-licenced or inexperienced shooters receive safety training, pistol mechanics, shooting training, their responsibilities on the range and range commands training by the club trainer, initially off the range.
- K. They are shown by the trainer how to operate the pistol. The trainer then uses a toy gun to demonstrate how to hold the firearm and how to stand when shooting and the required sight picture.
- L. Once they are taken to the range, they are allowed to load one bullet and fire this.

M. The training schedule used by the LPC is adopted from the PNZ new shooters training schedule and the different stages are signed off on completion.

### 8. Eye and hearing protection

After the command the range is open is given, all people present on the range are instructed by the RO to wear .22LR shooting approved hearing and eye protection.

### 9. Range maintenance plan

This range is owned by the Levin Miniature Rifle Club (LMRC) and the Levin Pistol Club Inc Health and Safety standards are subject to the Health and Safety standards

### 10. Range clearance

- A. The RO clears all the guns at the completion of the shooting activity prior to the guns being cased.
- B. All the club guns are cased by the RO and/or the club armourer.
- C. Guns and ammunition are removed from the range.
- D. The used targets are removed.
- E. Empty shells are collected and removed.
- F. Any rubbish is removed from the range.
- G. The carpet is vacuumed to remove any gun powder residue.
- H. All used equipment is put in their receptacles.
- I. Lights and evacuation fan are switched off.

### D. Any other relevant information

