



# NAPC RANGE KEY POLICY (APRIL 2018)

To qualify to be considered to be a solo operator or to possess a club key a member must have been an active member of the club for a period in excess of 12 months.

Each application will be considered on a case by case basis with the application (showing length of club membership and experience) to be made in writing to the secretary. The committee will decide on the suitability of an applicant. An exception is that all committee members will receive a key.

A qualified Range Officer may be eligible.

Range Operator status may be given to an experienced responsible person.

Once the committee has given approval for an applicant to receive a key, that person must receive an induction by a committee member on their duties and responsibilities.

INDUCTION to include the following requirements:

- Reading and signing of The Standing Orders
- Signing of the ranger register when attending and have their H License with them and check other shooters licenses.
- Agree where possible to have a second person in attendance when shooting or have a mobile phone with them if shooting alone.
- Close the range by 4.30pm
- Knowledge of the First Aid Kit and AED device and their location
- Erecting and taking down flags.
- Turning the range flashing light on and off
- Putting away all equipment
- Closing and locking all containers
- Closing and locking all toilets
- Wednesday and Sunday – guests are welcome provided they pay the guest fee, complete appropriate paperwork and follow the range officer's instructions.
- Thursdays – ensure only ranges 2, 3, 5, and 6 are used to minimise noise. No guests unless they are potential club members who are trying out our sport. NAPC committee approved training and inductions may be conducted. No solo shooting on Thursdays.

***The above requires prior approval from the Committee, signed verification from the authorised member to acknowledge the required conditions and approvals.***

For further information please contact the Secretary via [secretary@northarpistol.org.au](mailto:secretary@northarpistol.org.au) or a committee member at the range.