



**Mars & Minerva Shooting Club**  
***Club Rules***

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## 1. DEFINITIONS

### Firearm

Within the definition of the Firearms Acts, means a lethal barrelled weapon of any description, from which any shot, bullet or other missile can be discharged. It includes any prohibited weapon, whether it is such a lethal weapon as aforesaid or not, and any component part of such a weapon, and any accessory to such weapon designed or adapted to diminish the noise or flash caused by the firing of the weapon. Therefore this definition includes firearms such as rifles, shotguns, and air guns.

### Section 1 Firearm

A firearms certificate is required to possess these firearms. These are defined as:

- Rifles.
- Muzzle loading pistols.
- Some types of shotgun. These are normally either short barrelled (Under 24 inches) or have a magazine, which takes more than two cartridges or has a removable magazine.

### Section 5 Firearm

These are prohibited firearms. They are not allowed on club premises, including the armoury at any time. These are defined as:

- Any firearm which is so designed or adapted that two or more missiles can be successively discharged without repeated pressure on the trigger.
- Any self loading or pump action rifle other than one chambered for .22 rimfire cartridges.
- Firearms disguised as other objects; walking stick/umbrella guns, pen pistols.
- Incendiary or armour piercing ammunition for military use.
- Any missile which is designed, or has been, in any of the above ammunition.
- Expanding ammunition chambered for pistols and revolvers only.
- Handguns, defined as having a barrel length of less than 30cm or is less than 60cm overall. There are exemptions if it is a trophy of war, of historic interest, used for starting races, humane killing or signalling as well as smooth bore pistols chambered for .410 and 9mm cartridges.

Shotgun	<p>A shotgun certificate is required to possess these firearms. A shotgun is defined as a smooth-bore gun (not being an air gun) which:</p> <ul style="list-style-type: none"><li>• Has a barrel not less than 60.96cms (24 inches) in length with a bore less than 50.08cms (2 inches) in diameter;</li><li>• Either has no magazine or a fixed magazine not holding more than two cartridges; and</li><li>• Is not a revolver gun.</li></ul>
Air Guns	<p>A certificate is not required for most air guns but they are classed as firearms and are potentially deadly so care must be taken. There are age limits and firearms laws do cover any misuse.</p> <p>Air guns, which are particularly powerful, are classed as section 1 firearms or may be prohibited in the case of powerful air pistols. Air rifles, which can produce muzzle energy of 12 foot-pounds or more, are Section 1 firearms and a firearm certificate is required. Air pistols, which can produce a muzzle-energy of 6 foot-pounds or more, are prohibited.</p>
Air-soft	<p>These are unrestricted but must not operate above a maximum muzzle energy of 1.35 Joules which is approximately 1 foot/pound. However care must be taken as they also fall within the category of imitation firearms.</p>
Deactivated or Imitation Firearms	<p>Section 57 (4) of the 1968 Act includes a definition, which states:</p> <p>"... anything which has the appearance of being a firearm (other than such a weapon as is mentioned in section 5 (1)(b) of this Act) whether or not it is capable of discharging any shot, bullet or other missile."</p>
RCO	Range Conducting Officer
NRA	National Rifle Association
NSC	National Shooting Centre
FAC	Firearms Certificate
SGC	Shotgun Certificate

## **2. OFFICERS OF THE CLUB**

### **2.1 Committee Members**

Chairman:	Moss Mustafa
Secretary:	Keith Winning
Shooting Manager:	Eric Stuart-Bamford
Treasurer:	Alex Fellowes-Freeman
Club House Liaison:	Katie Williams

### **2.2 Club Range Conducting Officers**

The following members are either NRA qualified (\*) or club approved Range Conducting Officers.

NOTE: Club approved Range Conducting Officers are only allowed to supervise club shoots on the Bisley Ranges and not any other MOD ranges.

Ian Butcher	Peter Czaja*	Vince McMillian
Steve Butcher	Rex Holloway	Keith Winning*
Eric Stuart-Bamford*	Dave McGill	

### **3. RULES**

#### **3.1 General**

- 3.1.1 These rules are common sense and apply to all members without exception.
- 3.1.2 The good name of the club is dependant on its members being safe and being seen to be safe, at all times while on camp.
- 3.1.3 Failure of a member to comply with these rules and the regulations laid down by the NRA/NSC should be reported to an officer of the club and may lead to disciplinary proceedings or dismissal from the club.

#### **3.2 External Regulations**

- 3.2.1 It is the member's responsibility that they are conversant with the current range regulations and camp standing orders and to ensure that they comply with them at all times. Copies of these are available from the NRA website and are posted in the armoury.
- 3.2.2 It is the member's responsibility to be aware of current firearms legislation and how it relates to them and their firearms and to ensure they comply with it all times.
- 3.2.3 Members attention is drawn to the NRA dress and equipment regulations as defined in the NRA/NSC Bisley Range Safety Regulations and rule 251 of the Bisley Bible.

#### **3.3 Firearms within the Clubhouse**

- 3.3.1 No firearms of any type, are permitted anywhere in the clubhouse. This also applies to non section 1 firearms, such as shotguns, air guns, air-soft, deactivated firearms or replicas.
- 3.3.2 The only exceptions to this are:
  - 3.3.2.1 For section 1 firearms, where the dinning room is being used as a classroom for an official club training course.
  - 3.3.2.2 For air-soft firearms; where the dinning room is being used for the purposes of air-soft training or shooting.
  - 3.3.2.3 Deactivated firearms owned by the club which form part of a permanent display.

#### **3.4 All Members**

- 3.4.1 Firearms and live ammunition, when not in use, must be kept in an armoury, or under lock and key in secure accommodation. Responsibility for the safe custody of firearms or ammunition lies with the individual owner.
- 3.4.2 On completing a shoot, all members must enter the shoot details in their personal shooting register. This is especially important for those members with firearms certificates (FAC) as failure to shoot in a twelve month period has to be notified by the club to the police, in accordance with section 18.13 sub section 8 of the Home Office 'Firearms Law – Guidance to the Police 2002'

#### **3.5 Probationary Members**

- 3.5.1 All new probationary members shall attend a probationary course and will remain as probationary members for a minimum period of 3 months after attending their course. Transfer to full membership will be dependant on regularly attending club shoots and satisfactorily demonstrating their competence.
- 3.5.2 Probationary members will only be allowed to shoot on official club shoots and whilst under the direct supervision of a full club member.

3.5.3 They may not book ranges as an individual or have ranges booked by the club on their behalf.

3.5.4 They may not sign out club firearms or ammunition.

### **3.6 Full Members**

3.6.1 Are entitled to draw club firearms and ammunition, for use by club members, including probationary members. All firearms and ammunition drawn must be entered into the relevant register.

3.6.2 May have ranges at Bisley booked on their behalf by the club. Club members who are also individual members of the National Rifle Association (NRA) are entitled to book their own ranges directly.

### **3.7 Club Shoots**

3.7.1 Only current shooting members of the club may shoot on club shoots. This is a Home Office requirement and a condition of the clubs approval.

3.7.2 If you require the use of club firearms or equipment please ensure that you let the RCO know prior to the shoot, so that the equipment can be made available on the firing point.

3.7.3 It is your responsibility to ensure that all range fees and monies due are paid in full to the RCO before you leave the range.

3.7.4 Members may be asked to produce their membership card, particularly when they are not known personally to the RCO. Failure to be able to produce it may prevent you from shooting.

3.7.5 The RCO must ensure that the Club Shoot Register (MMSC-SF-002) is completed and that it is handed to the club secretary for filing.

### **3.8 Range Safety**

3.8.1 All club shoots shall be conducted in accordance with the current NRA/NSC Bisley Range Safety Regulations in force.

3.8.2 In accordance with the NRA/NSC Range Safety Regulations, all club shoots will have an RCO. Members are required to comply with the RCO's directions at all times.

3.8.3 On arrival at the firing point you may not place any kit on the firing point until the RCO has given permission.

3.8.4 Bolts will not be inserted or breech flags removed until you are on the firing point.

3.8.5 You must not load or fire until told to do so by the RCO.

3.8.6 Rifles must be horizontally when loading, unloading, dealing with misfires and having the rifle inspected. There must be no deliberate cross firing.

3.8.7 If you have a misfire, do not open the bolt for at least 30 seconds. Lay your rifle on the ground pointing towards the target with the breech towards the ground and raise your hand to attract the RCO's attention.

3.8.8 Everyone must wear effective ear protection both on, and near the firing point. Ear protection is also strongly recommended in the butts.

3.8.9 No positional shooting, unless authorised by the RCO. The RCO will only allow positional shooting, where this has been agreed in advance with the Range Office.

3.8.10 Aiming or 'Dry Firing': No one may aim a rifle, look through the sights remove a breech flag or insert a bolt unless you are on the firing point and have the RCO's permission.

- 3.8.11 Emergency Stop Procedure: If firing has to stop in an emergency, you will hear the command: **"STOP! STOP! STOP!"** You must **IMMEDIATELY** open your bolts, lay your firearms down and await further instructions.

### **3.9 Access to The Ranges and Butts**

- 3.9.1 Care must be taken when changing distance or crossing a range. Particular care must be taken when 'reverse echelon' firing is in progress.
- 3.9.2 Access to the butts for Century Range is from either the left hand side (entrance by Jenny's) or the right hand side from the car park for the 100 yard point on Short Siberia.
- 3.9.3 Access to the butts for Short Siberia is from the 200 yard point, follow the track from the car park to the car park at the 100 yard point. From the 100 yard car park follow the track keeping the sheds on the right hand side. At the bottom turn right.



## **4. ARMOURY**

### **4.1 Storage of Firearms**

- 4.1.1 No section 5 firearms are permitted in the armoury. Members who have section 5 firearms should make their own arrangements for the safe keeping of these firearms, such as the NRA armoury, which is authorised for the safe storage of section 5 firearms.
- 4.1.2 Only section 1 firearms, shotguns and firearms not requiring a firearms or shotgun certificate belonging to the club or a club member may be stored in the armoury.
- 4.1.3 Members without lockers may use the club armoury temporarily for the storage of personal firearms, in accordance with sections 4.1.1 and 4.1.2. They will not have unsupervised access to the armoury and will need an officer of the club to access the armoury on their behalf.

### **4.2 Security**

- 4.2.1 It is the responsibility of all members to ensure that the armoury is correctly secured at all times.
- 4.2.2 Only officers of the club and members with club lockers are permitted unsupervised access to the armoury, including the club firearms.
- 4.2.3 Keys are to be removed from all lockers within the armoury. Keys to the club lockers shall be placed in the key safe.
- 4.2.4 Keys to individual lockers must be retained by the individual and it is the individual's responsibility to ensure the safe keeping of any locker keys, so only the registered keeper of the stored firearms has access to the locker.

### **4.3 Club Registers**

- 4.3.1 All club firearms must be signed out in the club firearms register.
- 4.3.2 All club ammunition removed from the armoury must be detailed in the club ammunition register.

## **5. RANGE CONDUCTING OFFICERS (RCO) RESPONSIBILITIES**

### **5.1 General**

5.1.1 These responsibilities are applicable to the Bisley ranges. Only NRA qualified RCO's may run MOD ranges outside of Bisley.

5.1.2 Range Conducting Officers will ensure that all shooters abide by the current NRA/NSC Range Safety Regulations. Section 12 of these regulations directly applies to their responsibilities, which is reproduced below:

An Association, Club or group of persons intending to shoot on any range or part thereof must appoint a Range Conducting Officer who will be present on the range while shooting is in progress, and whose responsibility it is to ensure that the Range Regulations are read and adhered to at all times. An individual shooter will be regarded as his own RCO.

Before commencement of shooting the RCO must sign the register in the NSC Range Office thereby certifying that he is accepting responsibility for the safe conduct of the practices being fired. He must also confirm that no member of the Association, Club or group of persons firing are prohibited (under Section 21 of the Firearms Act) from possessing firearms or ammunition, and that they are all either full members of the NRA or of a Club affiliated to the NRA.

In addition he must ensure that all those under his control are fully covered by insurance, including third party public liability cover. He must also sign off when shooting is completed and must report any infringement of these regulations to an NSC official as soon as possible.

5.1.3 The RCO is responsible for all aspects of conducting live firing. He therefore has the authority to take such disciplinary action as he considers for the safe conduct of shooting. (NRA Range Conducting Officers' Course Manual – Section 5, para 1.5.2)

5.1.4 Available sanctions vary from a verbal reprimand to immediate dismissal from the range. (NRA Range Conducting Officers' Course Manual – Section 5, para 1.5.8)

### **5.2 Prior to Using the Range**

5.2.1 The RCO must sign for the range at the Range Office and draw a radio if required, prior to the commencement of shooting.

5.2.2 The RCO should check at the Range Office for any changes to the range regulations or any special requirements which may impact on the shoot.

5.2.3 Ensure that any late comers will be correctly informed of the firing points being used and the safe way of approaching them. It is particularly important on days where reverse echelon is being used.

5.2.4 The RCO should ensure that all club equipment, firearms and ammunition required are correctly signed out and arrange to have these on the firing point in time for the first detail.

### **5.3 On the Firing Point**

- 5.3.1 Test the communications with the Butt markers.
- 5.3.2 Check the range for signs of deterioration (e.g., recent storm damage, ricochet, inducing objects in the firing area).
- 5.3.3 Advise firers of the programme.
- 5.3.4 Give a verbal reminder of important safety points such as:
  - Orders for loading and firing.
  - Aiming and 'snapping'.
  - No kit on firing point until ordered.
  - Inspection of firearms.
  - Emergency 'Stop Firing' procedure.
- 5.3.5 If, at any time during a shoot, you have a problem that demands your total and prolonged attention either on or off the firing point you must stop all firing on your range, so that you can then devote all your attention to it.

### **5.4 Completion of the Shoot**

- 5.4.1 Ensure the range is safe, and thank the butt markers.
- 5.4.2 Survey range for litter or anything left behind; particularly unfired rounds and empty cases.
- 5.4.3 Ensure that all club firearms and equipment are cleaned, returned to the armoury and signed in correctly.
- 5.4.4 The RCO must ensure that the radio is returned and the range signed off at the Range Office, reporting any defects as required.

## **6. GUEST DAYS**

### **6.1 General**

- 6.1.1 The following rules apply to guest days where section 1 firearms are going to be used.
- 6.1.2 The club is permitted to run up to 12 guest days in a twelve month period. Guest members must be either members of a recognised outside organisation or individuals who are known personally to at least one full member of the club
- 6.1.3 Guests must be supervised on a one-to one basis at all times when handling firearms and ammunition, by either a full club member or someone who is a coach with a qualification recognised by the UK or national Sports Council.
- 6.1.4 The club secretary must notify each guest day to the police firearms licensing department of the area in which the guest day is to take place, at least 48 hours in advance.
- 6.1.5 A register of all attendees, complete with full name, previous names, aliases, date of birth, address, signature and declaration confirming that they are not prohibited from handling firearms pursuant to section 21 of the firearms act. This register is a formal document and is to be retained by the club secretary.

## **7. DUTIES OF THE CLUB SECRETARY**

### **7.1 Documentation**

- 7.1.1 The club secretary is responsible for maintaining all club records, in accordance with the relevant legislation.

### **7.2 Guest Days**

- 7.2.1 See section 6.

### **7.3 New Members**

- 7.3.1 The club secretary is responsible for informing the Police in writing of all written applications for membership, giving the following details:

- Applicants full name.
- Previous names.
- Aliases (Known as).
- Date of birth.
- Address.
- Firearms certificate number and issuing authority. (If held).
- Shotgun certificate number and issuing authority. (If held).

- 7.3.2 The application process may not proceed until receipt of approval from the Police has been received.

### **7.4 Termination of Membership**

- 7.4.1 The club secretary is responsible for informing the Police in writing when a member who holds a firearms certificate, ceases to be member of the club. The following details will be supplied:

- Members full name.
- Previous names.
- Aliases (Known as).
- Date of birth.
- Address.
- Firearms certificate number and issuing authority.
- Shotgun certificate number and issuing authority. (If held).

### **7.5 Annual Statement of Members Shooting Activities**

- 7.5.1 The club secretary is responsible for informing the Police in writing of any members who hold a firearms certificate who have not shoot with the club in the last year. If all members have shoot in the previous year, written confirmation is to be sent.
- 7.5.2 The reporting date is the 1<sup>st</sup> of May annually.

### **7.6 Annual General Meeting**

- 7.6.1 The club secretary is responsible for organising the AGM and ensuring that all shooting members are notified and sent a copy of the agenda.