



Wildlife Action, Inc. – Horry Chapter

Range Safety Officer Standard Operating Procedure

The purpose of the Range Safety Officer is to help provide, through volunteer service, the well maintained and safe shooting ranges for members and guests who utilize Wildlife Action, Inc. – Horry Chapter facilities.

The Board of Directors and the Chief Range Safety Officer shall appoint Range Safety Officers who will be responsible for the safe operation and conduct of all events and practices, whether scheduled or not, that take place at Wildlife Action, Inc – Horry Chapter (WLAHC). Range Safety Officer selection criteria will be determined by the Chief Range Safety Officer.

I. RANGE SAFETY OFFICER REQUIREMENTS

Mandatory Requirements

- Minimum 21 years of age.
- Pass National Rifle Association (NRA) Basic Range Safety Officer (RSO) course.
- Maintain current NRA RSO credentials.
- WLAHC member in good standing.
- CPR and First Aid with current certification (Coordinated and scheduled by WLAHC).

II. RANGE SAFETY OFFICER DUTIES

The RSOs primary function as a volunteer for WLAHC is to enforce range regulations and Range Safety Rules to the best of their ability.

1. Follow WLAHC Rules & Regulations and Range Standard Operating Procedures as provided by the Board of Directors, WLAHC President, and Chief Range Safety Officer.
2. Upon arrival to WLAHC, sign in on the RSO Volunteer Log.
3. Operation of the range during scheduled and unscheduled events and practices.
4. Correct unsafe shooting or other activities when observed.
5. Enforce all WLAHC Range Safety and Range Use Rules.
6. Correct and/or report unsafe range conditions to the WLAHC President and Chief RSO.
7. Restrict or close unsafe ranges or facilities as needed.
8. Certification of new members.
9. Clarification of any range rule or dispute.
10. Counsel and/or evict shooters who violate basic shooting or WLAHC Range Safety and Range Use Rules.
11. Contact law enforcement authorities when criminal offenses are observed.
12. Assist in range maintenance and projects.
13. Upon exit, sign out on the RSO Volunteer Log.

III. VIOLATION OF RANGE SAFETY AND/OR RANGE USE RULES

In the event an RSO observes a violation of range safety and/or range use rules, the RSO will immediately contact person(s) and correct the unsafe behavior by doing the following:

- Verbally inform person(s) of the unsafe behavior.
- Provide the appropriate Range SOP and highlight the section that is not being followed.
- Document “Range Violation Form” and provide to Chief RSO.

IV. DRESS CODE

1. While performing RSO duties, the RSO is a representative of WLAHC. Each RSO is expected to dress in the proper attire that reflects a positive and professional image to the members and guests.
2. WLAHC will provide a WLAHC RSO shirt for safety and identification. While performing RSO duties, RSOs are required to wear the provided shirt to identify the RSO to members and guests for general range safety.

V. INJURIES OR ILLNESS ON RANGE FACILITIES

1. Follow WLAHC Emergency Procedures.
2. If a person is injured or becomes ill while on the range facilities, the RSO may only administer first aid to the level of their training.
3. The RSO will call or designate someone to call 911 for emergency medical help if a person is seriously injured or becomes seriously ill. The RSO will not transport any injured or ill person in his or her own vehicle to a medical facility.
4. In the event a person is injured or becomes seriously ill on the range facilities, the RSO will notify the WLAHC President or Vice President as soon as possible.
5. The RSO will complete the Injury Report Form.

VI. BENEFITS

Upon meeting the following standards, the RSO will be eligible for the benefits below:

- Serve as a volunteer RSO for 50 hours in the calendar year.
- Serve as a volunteer RSO for two special events (hours at the events count towards the 50 service hours)
- While serving as an RSO, the volunteer must wear WLAHC RSO identifiers.

Benefits

- Reimbursement of NRA Basic RSO course tuition fees (Only if class was taken at WLAHC).
- Reimbursement of NRA RSO credential fee.
- No pistol/rifle range fees (Exception – RSO is teaching a private class non-affiliated with WLAHC, then range fees must be paid).
- RSO will receive additional RSO gear for safety and identification after 40 hours of volunteering.
- Reimbursement of facility access fee after 100 hours of volunteering.

RSO must submit a request to WLAHC Treasurer for all reimbursements.

REVISED AND APPROVED BY: The Board of Directors and the Chief Range Safety Officer on 04JAN24.

Revision Date	Revised Section
04JAN23	RSO SOP Creation by Chief RSO J. Prelip

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