

**Mariposa County Fish & Game  
Protective Association**

**Range**

**Standard Operating Procedures  
For the Firearms Shooting Ranges**



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**Mariposa County Fish & Game Protective Association  
Range  
4443 Old Highway  
Mariposa, Ca. 95338**

# Chapter 1

## Preamble

Mariposa County Fish & Game Protective Association is a 501(c)3 nonprofit corporation which operates the Range on private property. The Association was formed to promote Firearms Training and Safety to the Community. To this end we are organized to provide training opportunities and venues to support Conservation, good sportsmanship, public service events, various outreach programs to the general public, and educational opportunities related to the shooting sports and conservational wild life efforts. While we do operate a shooting range, our purpose is to provide education and training. Membership is not required to participate in the education and training opportunities presented by this Association. As an Association, Members are encouraged to attend any or all training's they desire or have an interest in.

This Association is dedicated to the promotion of the shooting sports and firearms safety. Our membership provides specific training in the use of firearms and firearms safety, while conducting classes and events in the shooting sport disciplines for the general public and our community.

MCFGPA is a charitable/education-oriented organization whose members are composed of:

- Certified Firearms Instructors
- Certified Range Officers
- Specialized Firearms Trainers and Coach's
- Medical Professionals
- Legal Professionals
- Other Professional Trades
- Event planners and organizers for shooting events
- 4-H Project Leaders, Boy Scout Leaders, Girl Scout Leaders, & Youth Shooting Sports Leaders.

All of these professionals come together to provide training for the men and women, and especially the youth, in our community and throughout the State of California.

It is anticipated that you have joined this association of charitable/education-oriented members for the purpose of promoting our core objectives in conservation, firearms training and safety programs. As a member of MCFGPA you are indicating that you will participate in, and assist with our efforts to provide quality training to the community.

If this is not your intent and you are simply looking for a place to shoot, without participating in Conservation, Firearms training, fundraising for community needs, becoming a Range Safety Officer, or helping with presenting shooting events; then we would like to encourage you to increase your participation in your Mariposa County Fish and Game Protective Association club.

**Individuals using the range shall become familiar with the range safety rules and these Standard Operating Procedures (SOP) prior to using the range.**

The range safety rules and procedures help to provide for range supervision and allow for the enforcement of range safety rules to reduce or eliminate incidents from occurring at the range. These rules and procedures are contained herein and will be available on all ranges.

## **Firearm Safety**

Firearms related incidents are rare on supervised shooting ranges. The following range rules and regulations are established to ensure safety for individuals using the range; as well as safety for our neighbors and surrounding communities. All users are required to follow and enforce these rules.

MCFGPA Range Safety Officer's are in charge of all activities on the range. The Range Safety Officer will enforce these specific safety rules, as well as, address any other issue they may deem unsafe. Violation of these rules may result in a verbal warning, written warning, or ejection from the range facilities with a written report being forwarded to the Mariposa County Fish and Game Protective Association Board at their monthly meeting.

## **Individual Firearm Restrictions**

Certain individuals are restricted or prohibited from possessing firearms, ammunition and/or dangerous weapons because of a court order or a prior conviction. To physically be present on this range, or to participate in firearms training you must not be restricted or prohibited due to a court order, terms of probation, terms of parole, or violations of certain sections of law from possessing firearms, ammunition, and or dangerous weapons.

## **Chapter 2**

### **Bylaws**

- 1. Complete By-Laws of Mariposa County Fish and Game Protective Association, a California Non-Profit Public Benefit Corporation, is available with the Secretary of the Association and may be viewed online at [mariposafishandgame.com](http://mariposafishandgame.com)**
- 2. Article 3 and Article 9 state the authority of Officers appointed by the Board of Directors, such as Chief Range Safety Officers, and Range Safety Officers.**
- 3. Article 7 & Article 8 state's the authority of Committee's**

#### **Article 3**

1. To conserve and protect the natural resources of fish and game in the State of California.
2. To foster and encourage good sportsmanship and obedience to the fish and wildlife laws of the State of California.
3. To furnish and conduct an educational program among the youth of the State of California whereby they may acquire a practical knowledge of the various species of fish and game in this State.

#### **Article 9**

##### Section 9.6.6. Additional Officers

“The Board of Directors may appoint such other officers or agents as it may deem desirable....”

#### **Article 7,**

##### Section 7.1

- b.) The Executive Committee shall have general supervision and control of all activities of the Association. The Executive Committee may make agreements with other organizations and individuals to carry out the objectives of the Association.

#### **Article 8,**

##### Section 8.2 Meetings and Action of Board Committees.

# **Chapter 3**

## **Non-Profit Organization**

### **Objectives**

Mariposa County Fish and Game Protective Association is a 501(c)3 non-profit corporation which operates the MCFGPA Range on private property. Individual shooting at the facility is reserved to activities which maintain or increase our member's individual firearms instructional proficiency, so as to further the goals of MCFGPA in teaching the public. We are dedicated to the following goals:

- To educate the general public as to the responsibilities and obligations connected with owning and using firearms, conservation of wildlife, and related items.
- To educate the general public in effective safety procedures and methods in the handling, storage, transportation and use of firearms, related equipment and supplies.
- To make these educational opportunities more easily available to under-served segments of the population, including but not limited to, women, youth, and the handicapped.
- To promote and provide outreach firearms safety training in various venues, including but not limited to, schools, youth groups, religious and service organizations.
- To offer courses of study that may be required to qualify for permits or licenses, including, but not limited to, hunting licenses and concealed carry permits.
- To offer hands-on instruction in the safe and proper use of firearms for various purposes, including but not limited to home and self-defense, hunting, informal shooting, and competition.
- To sponsor special events encouraging participation in shooting by women, men, girls and boys as individuals, families, teams, or groups.
- To promote shooting as a traditional American pursuit, that teaches discipline, responsibility, and sportsmanship, exercises both the mind and the body, and can provide a lifetime of enjoyment and enrichment.

# Membership

**General:** The Mariposa County Fish and Game Protective Association (MCFGPA) operates the MCFGPA Range. MCFGPA operates this facility to perform their mission of providing instruction and training in the safe handling and use of firearms to the public. Members are to derive no benefit from their association with Mariposa County Fish and Game Protective Association but will use the range to maintain and increase their individual firearms instructional proficiency so as to further the goals of MCFGPA in teaching the public.

**Membership Requirements:** Applicants wishing to join and work within MCFPA to further the goals of providing firearms training to the general public must be sponsored by an active member. Members are expected to be recruited with the aim of contributing to the purpose of the Association. If the member fails to meet his or her obligations or ceases to support MCFGPA, then association with MCFGPA may be terminated by the Board of Directors for cause. Association members are expected to further the goals of MCFGPA and participate in MCFGPA activities.

All members are encouraged and expected to assist the Association in meeting the goals of the Association. Each individual agrees to this requirement with each membership renewal. This expectation is to be in direct support of MCFGPA goals and objectives in providing assistance to MCFGPA's Youth, Community, and other MCFGPA Shooting Sports training.

The MCFGPA Board of Directors, in accordance with the MCFGPA By-Laws, set the membership fee at \$60.00 per year for Family membership or \$40 per year for a single membership. Any hardship or other exceptions to this requirement must be brought to the attention of the MCFGPA Board of Directors for consideration.

**Member's Responsibility:** All Mariposa County Fish and Game Protective Association members must:

- Ensure that all shooters and spectators sign a Hold Harmless agreement before any shooting event.
- Follow all firearm safety procedures.
- Report any unsafe conditions to the Board of Directors or Association Officer or Range Official.
- Assume full responsibility for the conduct of his or her guest.
- Any violator may be denied shooting privileges for the day and may forfeit membership to the Mariposa County Fish and Game Protective Association.
- **Minors under 18 years of age may participate in shooting instruction when accompanied by their parent or guardian member. Minors must be under supervision of parent or guardian at all times when on the range.**

## **Mariposa County Fish & Game Protective Association Social Welfare Statement**

Mariposa County Fish and Game Protective Association (MCFGPA) promotes social welfare and the common good of the community by creating and implementing affordable, effective programs to prevent firearms related accidents and injuries in the community, particularly among children and youth. This is accomplished by providing high quality training in the safe and proper handling of firearms and operating a shooting range where such skills can be practiced and mastered in a safe, responsible manner. MCFGPA provides basic firearms safety training at no or low cost to the general public and welcomes anyone interested in learning about firearms safety.

There is no question that participating in even one intensive training session dedicated to firearms safety can literally save the life of a child. MCFGPA sponsors the firearms training venue for 4-H members, Boy Scouts, Girl Scouts, and Explorers and many other groups at no cost.

MCFGPA provides these services using volunteer instructors, conducting the courses at a local shooting range made available on a permission basis. MCFGPA expects to continue to pursue its mission in this manner for the foreseeable future. That mission is to prevent firearms related accidents and injuries by bringing high quality, effective, affordable firearms safety training and information to the largest possible number of people, with special emphasis on children and youth.

The range property is owned by The Long Family and is located on the Long Ranch. The Long Family leases the exclusive use of the range to the Mariposa County Fish and Game Protective Association, a 501c3 non-profit, tax Exempt Corporation. MCFGPA maintains the range, coordinates events, and manages the range, while maintaining appropriate insurance coverage and certifications.

The range day to day use is generally limited to the hours of daylight, but occasional exceptions may be made to accommodate advanced law enforcement or self- defense classes. The Trap Range is Excluded from this statement.

## Chapter 4

### Range Operations and Range Rules

1. **General – All scheduled use of the range shall take precedence over any individual or personal activity.** Live firing at the MCFGPA Range Complex is designed to provide authorized personnel access to a facility where they can instruct and/or maintain instructional proficiency's with privately-owned firearms. The Mariposa County Fish and Game Protective Association and its guests are “guests” of the Long Family and must remain within the boundaries of the Range and or its authorized parking areas at all times. The remainder of the Long Families property is not open to the Public.
  
2. **Facilities for use –** Range availability is at the discretion of the Board of Directors. The Range Committee oversees and coordinates the scheduling of the facilities. Live-fire shooting is limited to the following ranges and equipment. Ranges are normally open from 9am to 2pm, except by special arrangement or specified days, such as the Trap range.
  - a. **Trap Range –** Shotguns only, clay/target rounds only, no slugs. See Website Calendar for dates and times
  - b. **Rifle Range -** Rifles smaller than .50 caliber, center fire, Muzzle Loaders and Pistols of any caliber. No Tracer or Steel Cored ammunition is allowed. Shotgun use is permitted upon request. **Minimum target distance is 26 feet from the shooting line.** Maximum is determined by RSO on duty but will be no more than 250 yards.
  - c. **Pistol Range -** Semi-automatic pistols up to .45 ACP, Revolvers up to .38 Spl, and revolvers chambered in .45 LC calibers, any .22LR firearm and shotguns of any gauge may be used on steel targets. Rifles firing smokeless powder cartridges may be used on steel targets designed for such use in supervised events. Caution must be exercised when firing at steel targets to place the targets no closer than the recommended distances. In any event, MCFGPA minimum safe distances are no closer to the shooter than 26 feet with Handguns and 164 feet with Rifles.
  
3. **Authorized Personnel**

*The following persons are allowed to use the range facility*

  - Current members of the Mariposa County Fish and Game Protective Association, who have completed an orientation by the Range Manager (RM), a MCFGPA Chief Range Safety Officer (CRSO), or a MCFGPA Range Safety Officer (RSO) and have a valid MCFGPA membership card.
    - a. Invited guests of the above for instructional purposes, provided the authorized person is present and assumes full responsibility for the conduct of his or her guest(s).
    - b. Each member may have no more than one (1) family guest for instruction or training; (adults or minors) on the firing line. This is considered the maximum for safe supervision.
    - c. MCFGPA Authorized Certified Instructors must follow their credentialing agency in their recommended student/instructor ratios and may exceed the limitation of only 1 guest on the firing line.

#### 4. **Alcoholic Beverages and Drugs**

Shooters may not consume alcoholic beverages or drugs, (including prescription drugs and over the counter medications), before or during live firing. The RM, CRSO or RSO will deny range access to anyone in violation.

5. **Authorized and Prohibited Firearms** — Full-automatic firearms are authorized for Law Enforcement personnel with Range Officials approval on a case by case basis. Center fire rifles 50 caliber or larger, must have a Range Officials approval before use. The Trap Range is limited to shotguns 10 gauge and smaller. No use of Slugs, Buckshot, or shot that is not meant for clay or target practice is permitted on the Trap Range.
6. **Authorized Target materials** – Only paper or cardboard targets may be used unless permission is received from the RM, or a CRSO. Tannerite or other exploding targets, either binary or otherwise, are prohibited from the MCFGPA Range. Special events approved by the MCFGPA board are excluded.

Specifically, cans, glass, & clay pigeons, are prohibited. (Clays are authorized on the Trap range only if special permission has been granted.)

#### 7. **Range Limitations and Safety requirements (Range Rules):**

- a. All personnel on the range will have signed in on the Range Use Log. All guests will read the “hold harmless” agreement and their signature will indicate acceptance in the Range Use Log. Failure to completely fill out all information on the “Range use Log (Sign in log)” is a violation of range rules.
- b. Ensure the “911” phone has a dial tone. This phone is for emergencies only and must be working for the range to be open. If the dial tone is not present, the Range is closed to all shooting activities. Please notify a Range Official so it can be fixed.
- c. All Firearms will be unloaded, cased, holstered or in a gun rug and pointed in a safe direction when not actually on the firing line, or while being transported to or from the firing line. Holstered or Cased firearms will only be uncased or cased when actually on the firing line. During public events where an individual may arrive without a case for the firearm, a range official may escort the firearm from the vehicle to the firing line after ensuring the firearm is unloaded and pointed in a safe direction while transporting to the firing line.
- d. Ensure red range flags are displayed on the range in use. Flags are available in the Rifle Range Container
- e. There will be no handling of firearms except on the firing line at any time. The only exception to this policy is when the firearm is in the “safe area” for cleaning or repair. NO AMMUNITION is allowed in the Safe Area.

Note: Certified Instructors in an official class setting may display and handle firearms away from the firing line or in the classroom as part of their class.

- f. Fire only authorized firearms and ammunition applicable to the specific range in use. Fire only on designated targets.

- g. Fire at authorized targets only. Glass, clay pigeons, or tin cans are not allowed. Paper targets only, and approved steel targets designed for firearms use with Range Officials approval. Targets must only be stapled to the center fiber board or card board on the target frames. **Do not** staple to the wood frame. Wood Frames will be charged for if they are damaged. Tannerite and other exploding targets, whether binary or other, are not allowed on the Range. Do not place targets upon or staple to the target line railroad ties.
- h. Ensure all projectiles impact within the established range safety limits.
- i. Call “Cease Fire” and make safe all firearms before any personnel moves forward of the firing line or during any unsafe condition.
- j. Call “Cease Fire” if the firing line becomes staggered (one shooter forward of another) anywhere on the range.
- k. At the “Cease Fire” command, all firearms shall immediately be set down with the muzzle down range, and shooter must step back away from the firearm and bench. The RSO on duty will remain with the firearms on the line until the cease fire has been cleared. Firearms may only be handled after the range has been cleared and declared “Ready for Fire”
- l. Firearms on the firing line and not in use, such as during a “cold range”, must be benched, cased, holstered or racked as appropriate. (Actions open, unloaded, ejection ports facing up, chambers empty, muzzles pointing down range and safeties on if possible)
- m. Firearms may not be moved between firing stalls unless they are unloaded and cased or holstered. Movement of any firearm on the range must be unloaded, cased or holstered when leaving the firing line.
- n. Shooters will only handle, load and make ready to shoot when actually on the firing line and the range is clear to use.
- o. Use appropriate ear protection.
- p. Wear appropriate eye protection.
- q. Notify Range Personnel of any safety infractions or conditions.
- r. Police and dispose of all brass, paper and other debris that accumulate on the range. Empty the trash containers when approaching full.
- s. Shooters will conduct themselves in an orderly manner at all times and will be responsible for the conduct of any guests they bring for instruction.
- t. All shooters will be responsible for their guns, ammunition and personnel property while on the range complex or parking area. Mariposa County Fish and Game Protective Association, The MCFGPA Range and Staff, are not responsible for lost or stolen items.
- u. Call Cease Fire or Stop, if any unsafe condition exists.
- v. Follow all instructions from any RSO.
- w. Pets must be under the control of the owner at all times. Pet waste must be disposed of promptly.
- x. Vehicle use on the range is restricted to authorized range activities except in the confines of the parking lot area.
- y. Parking is limited to the authorized parking area behind the range or alongside the access road parallel to the range.
- z. No “off-roading” is permitted. Travel only upon established ranch roads. Speed limit is 10 mph on ranch roads. Farm or Ranch vehicles have the right of way. We are guests of the land owner.
- aa. No open fires are allowed in any area. There are wood stoves for warming on the rifle and trap ranges.

- bb. Bar-B-Ques are allowed in the dirt area during special events only.  
Ensure coals are extinguished and do not dump the coals at the range.
- cc. Ensure all trash is placed in trash cans provided. If the trash cans are full, empty them and take it with you.
- dd. If there is standing water on any Range or bay, that Bay is to be considered closed whether or not it is marked or identified as closed on the website. Standing water is a ricochet risk.
- ee. No cutting of firewood, brush, vegetation, or removal of vegetation is permitted, beyond that performed by the Range committee.
- ff. All Range Gates and Accesses will be kept closed. No exceptions.
- gg. No Rapid fire or bump firing is allowed.
- hh. Violations of Federal, State, and County laws or ordinances may be prosecuted. Regarding the range rules presented here; there will be no first time warning of safety offences of these range rules, as all shooters will have read the rules and signed an acknowledgment that they understood these rules (during orientation)
- ii. All violators are subject to expulsion from the range complex
- jj. There is no unauthorized climbing of any tree on the range complex, nor is there any unauthorized damage of any vegetation on the range complex.
- kk. Cardboard will be stapled to the stakes and targets placed in the center of the cardboard to minimize stake damage.

## 8. **Safety Rules:**

**Gun Safety Rules:** These rules shall be followed at all times

### 3 Fundamental Rules for Safe Gun Handling

1. **Always** keep the gun's muzzle pointed in a safe direction.
2. **Always** keep your finger off the trigger until ready to shoot.
3. **Always** keep your gun unloaded until ready to shoot.

### **Rules for Using or Storing a Gun**

1. Be sure the gun is safe to operate.
2. Know how to use the gun safely.
3. Use only the correct ammunition for your gun.
4. Wear eye and ear protection as appropriate.
5. Never use alcohol or drugs before or while shooting
6. Store guns so they are not accessible to unauthorized persons.
7. Be aware that certain types of guns and many shooting activities require additional safety precautions.

## 9. **Hygiene**

- a. The use of alcohol or the use of drugs is forbidden on the Firearms Range
- b. It is not recommended to Eat, Drink, or Smoke, nor consume anything by mouth while on the firing line.
- c. A hand washing station is provided for your convenience in the portable restrooms. Hand washing with cool water and soap is very effective in removing lead residue and gunshot residue after shooting
- d. Portable Restrooms are available on the Range. If there is any problem noted with these facilities, bring it to the attention of a Range Official.
- e. During large events or activities, additional Portable Restrooms may be required, to include Handicap accessible facilities. The event organizer will be responsible for making the arrangements to have these available

10. **Medical Support – For detailed instruction, see appendix 4**
  - a. In the event of a medical emergency, call 911 on the phone in the red box located at the trap range.
  - b. Render what aid you can to the injured.
  - c. 1<sup>st</sup> Aid kits are located in the “Safe Area”
  - d. Advanced 1<sup>st</sup> Aid Triage/Trauma in the Rifle Range, & Trap Range containers and are only available during authorized events with qualified personnel.
  - e. Send personnel out to meet and guide in the 911 responders at the ranch entrance. **Address is 4443 Old Highway Mariposa, Ca. 95338**
  - f. Complete the Range Emergency/Injury Report and notify a Range Official (phone numbers located in the Rifle range shed and on page 37 of this document).
  - g. Be aware of the heat, cold or other environmental conditions and your health. Drink fluids as the range can be quite warm in the hotter months and stay warm in the colder months.
  - h. Large or special event organizers will need to have suitable medical personnel on site. The Range Committee may be able to assist you in contacting trained personnel.
  - i. Illness felt by any RSO or observed of an RSO will be caused to immediately shut down the range.
  
11. **Scheduling of the Range Complex** – The Executive Committee develops the range schedule based upon requests received and appropriateness with the Associations objectives. Information on Range availability, openness, and events may be found 24 hours a day at [www.mariposafishandgame.com](http://www.mariposafishandgame.com)
  
12. **Infractions and Penalties for disregarding these SOP’s**

Mariposa County Fish and Game Protective Association Board of Directors will review all incidents and will take one of the following actions:

  - No action
  - Written warning
  - Temporary restriction of use/removal from the range
  - Loss of privileges
  - Or other penalties as prescribed by the Board such as loss of membership.
  
13. **Family Members, Guests and Minor Children (guests are any person who is not a member of MCFGPA)**
  - a. **Minor Children must be supervised by a parent or guardian, or other responsible adult while on the range.**
  - b. MCFGPA Board appointed Range Safety Officers (RSO) and MCFGPA authorized Firearms Instructors and Coach’s may bring any number of guests for training at any one time and use any of the Shooting Bays. However, only two (2) shooters may be on the firing line at any one time. Three or more shooters constitute a class and must be scheduled for Insurance coverage. All classes must be scheduled with the MCFGPA Board no matter the number of attendees.

Note: Authorized instructors or coach’s conducting a formal class are encouraged to maintain the recommended student/instructor ratios common in their credentialing agency and may exceed the two (2) shooter on the firing line rule.

- c. Ear and Eye protection may be required of guests observing firearm activities from the spectator areas. Be especially watchful of children as they commonly take off protection.

### **Individual Firearms Restrictions**

Certain individuals are restricted or prohibited from possessing firearms, ammunition and/or dangerous weapons because of a court order or a prior conviction. To physically be present on this range, or to participate in firearms handling or training you must not be restricted or prohibited due to a court order, terms of probation, terms of parole, or violations of certain sections of law from possessing firearms, ammunition, and or dangerous weapons.

## **14. Supervised Shooting Activities or Events**

- a. The Range Safety Officer or the Range Officer, Course or Match Directors shall be responsible for the shooting activities at the firing line and shall be the only one to give the commands to “commence fire” or “The Range is Hot”. Anyone seeing a dangerous condition can call a “Cease fire”, or “Stop”.
- b. The Range Safety Officer has total control of all activities on the range and must be obeyed.
- c. The Range Safety Officer shall be responsible for ensuring that all firearms are unloaded during a “Cold Range” or cease fire, and that no firearms are handled while any person is down range.
- d. No ammunition shall be handled in the designated safety areas. All firearms must be checked to ensure clear at a designated safety area immediately upon arriving at; and prior to departing, the safety area.
- e. If a malfunction, misfire or jam occurs which the shooter is unable to handle, the shooter shall signal the RSO (by raising the non-firing hand while keeping muzzle pointed downrange) who will assist you to clear or supervise clearing of the firearm.
- f. At the “Cease Fire” command, all firearms shall be immediately set down with muzzle down range, and shooter must step back away from the firearm and bench and await further instructions. Firearms may only be handled after the range has been cleared and declared “Ready for Fire”
- g. All firearms placed on a firing line position must have actions open until ready to fire. Handguns in holsters (only those holsters which point the muzzle towards the ground are permitted), must be unloaded, with any detachable magazine removed, until made ready to fire. (Law Enforcement, and Designated Range Personnel are exempted. The Executive Committee maintains a list of Designated Range personnel with the MCFGPA Secretary)

## **15. Drones and Cameras**

- A. Drone use or over flights of the Range Complex is prohibited as this is a distraction and safety concern. The use of Drones to record events or personnel is prohibited at the MCFGPA Range due to privacy concerns.
- B. Camera or video recorder use, to include cell phones, “GoPro’s”, and other recording devices and images taken with such devices must have the approval of the Range officer as well as subjects in the image, before use. Such permission should be in writing. All images of minors require written

permission, with a copy at the time of the image being taken provided to the Range Staff.

#### **16. Assault Weapon Policy**

The MCFGPA Board of Directors has determined that use of the firearms identified under the provisions of California SB 880 and Prop 63 pose a unique issue for the Mariposa County Fish and Game Protective Association, the MCFGPA Range, and the Land Owner.

Concerns are that these firearms may pose a legal risk unless they have been modified or registered under a unique process and allowing their use at the range facilities constitutes a legal exposure for the above persons. Further, the Association's and Range insurance has provisions excluding incidents with a prohibited firearm that will place significant liabilities upon the previous identified persons.

Therefore, Mariposa County Fish and Game Protective Association and the MCFGPA Range have established these operating policies regarding use of the firearms identified or covered by SB880 and Prop 63:

#### **COMPLIANCE WITH ALL APPLICABLE LAWS**

All firearms legally possessed and in full compliance with California State Laws and Regulations are welcome at the Mariposa County Fish and Game Protective Association Shooting Ranges. Rifles are restricted to < .50 caliber center fire (see SOP on Page 9, para 2b.). RSOs and Range Staff will offer no legal advice concerning the legality of your firearms and/or equipment. For legal questions regarding your firearms and/or equipment, you can refer to the California Department of Justice website: <https://oag.ca.gov/firearms>. All MCFGPA range users are responsible to ensure their firearms and ammunition comply with California State Laws and Regulations." (see Appendix 5)

# Chapter 5

## Range Staff:

### Requirements and Responsibilities

#### 1. Range Staff and Access

- a. Keyed or combination access **may** be granted to various spaces as needed. Keys will be issued as required to individuals with legitimate access needs. Keys will be inventoried, numbered and signed for.
- b. Keys and combinations must be safeguarded. Misuse of keys or access will result in disciplinary action.
- c. Lost keys or compromised combinations must be reported to the Range Manager, Secretary, or the Executive Committee.
- d. All doors, safes, and other combination or keyed access will be locked and secured at the end of each range day.

#### 2. Range Safety Officers

- a. Appointed by the MCFGPA Board of Directors by resolution, upon recommendation by Range Committee.
- b. Must be currently certified by the NRA or the CMP as a Range Safety Officer or Chief Range Safety Officer
- c. A copy of relevant certificates will be provided to and filed by the Range Committee with the association secretary.
- d. Must maintain current certifications in 1<sup>st</sup> Aid, CPR, and AED, or higher certifications such as EMT or Paramedic.
- e. Must attend annual skill improvement and continuing education classes sponsored by either MCFGPA when scheduled.
- f. Must be willing to participate in supporting and supervising activities and events held at the Range
- g. The Executive Committee may authorize certified RSO's that are not MCFGPA members, to RSO for MCFGPA at certain events, during low staffing levels, or for training experience on a limited case by case basis.

#### 3. Range Safety Officer Responsibilities (RSO):

- a. Responsible for the safe operation of the assigned range or activity, as per these policies and procedures.
- b. The Range Safety Officer will not normally run any Match programs, individual "shoots" or competitions as this is the duty of the Range Officer, or Match/Course Directors.**
- c. The RSO is not there to provide firearms instruction, but rather to supervise the use of firearms and shooting activities.**
- d. If the Range is too busy to effectively supervise shooting activities, then the RSO will request additional assistance from other RSO's. Be proactive here and try to plan ahead for busy days, such as "Training Day" or scheduled events.
- e. The RSO is responsible for the operation of their assigned range, to include maintenance and cleanliness. Ensure the hand washing station has soap, towels and water (water is available on the range via Porta Potty sink.) Bring to the attention of the Range Committee any maintenance issues that need addressing. Take any equipment out of service if it is a hazard or unusable.

- f. Will only operate the ranges they are checked out on, unless approved by the responsible RSO for another range. Most ranges have special concerns or access to operate that specific range and training or briefings are required, such as steel targets or trap house operation.
- g. Ensure all personnel using the range are properly signed in.
- h. Ensure the “911” phone is in proper working order with a dial tone.
- i. Verify First Aid Kits are available and stocked, including the Trauma Kits in the Rifle and Trap containers - if you have qualified access.
- j. Ensure all range users have adequate hearing and eye protection, as well as personnel in the vicinity of live fire.

#### **4. Chief Range Safety Officer Responsibilities (CSRO):**

The Mariposa County Fish and Game Protective Association Club President assumes responsibility for this position once voted in per the By-Laws which state in Article 9 sections 9.6.2 “The President shall preside at all meetings of the Association and of the Executive Committee. The President shall perform all such duties as usually pertain to his office and shall have the powers and duties prescribed in Section 9.7.”

And Section 9.7 which states “The chief executive (who may be referred to as the “chief executive officer” or “executive director” or *President*) shall be empowered to hire, supervise and fire all of the employees of the Corporation, under such terms and having such job responsibilities as the chief executive shall determine in his or her sole discretion, subject to the rights, if any, of the employee under any contract of employment. The chief executive may delegate his or her responsibilities and powers subject to the control of the Board. He or she shall have such other powers and duties as may be prescribed by the Board or these Bylaws.”

- a. Responsible for the safe operation of all ranges, as per these policies and procedures. Responsible for the upkeep and modifications to these Range Standard Operating Procedures.
- b. Responsible for the operation of all ranges to include improvements, maintenance and cleanliness.
- c. Will act as the final immediate authority on range issues or disputes. Adjudication or review of the CRSO’s actions regarding any conflicts will be forwarded to the Board for action. The CRSO’s may operate any Range.
- d. Mariposa County Fish and Game Protective Association CRSO’s are responsible for the training and conduct of all Range Safety Officers appointed for MCFGPA.
- e. CRSO’s are responsible for the continued monitoring of the Range for Safety issues, maintenance issues, future development, and new growth in the Range to ensure safe design in accordance with recognized Range Development Programs, such as the NRA’s Range Development Handbook.

**The MCFGPA CRSO also assumes the responsibility of:**

#### **Range Manager**

- a. Responsible for the overall use, and operation of the Range representing the Land Owners interests.
- c. Reports to the Land Owner with dotted line information to the MCFGPA Board of Directors for Range issues

#### **5. Range Officer or Match/Course Directors (RO):**

- a. Responsible for the conduct of the specific shooting function, such as a Trap Competition, Rifle Match, or Pistol competition. For example: see NRA Definition

## **7. Members**

- a. Responsible for their conduct, and the conduct of their guests for training.
- b. Responsible for the safe use of the range facility.
- c. Responsible for following and abiding by the SOP.
- d. Responsible for contributing to the goals and operation of the association and the range facility.
- f. Responsible not to bring discredit upon the Association through their actions or behavior.

See membership requirements on page 10

## **Chapter 6**

# **MCFGPA Instructors, Coach's, and Range Use by Outside Organizations or Commercial Agencies**

### **5. Instructors and Coach's**

- a. Must be working for and representing MCFGPA and approved by the Education and Range Use Committee to use Range complex to conduct classes or training.
- b. Must hold a valid current certification in the discipline they intend to instruct. A copy of relevant certificates will be provided to and filed by the Executive Committee with the Secretary.
- c. Must maintain current certifications in 1<sup>st</sup> Aid, CPR, and AED or higher such as EMT or Paramedic with certification on file with the Education Committee with the secretary.
- d. MCFGPA Instructors and Coaches must attend annual skill improvement and continuing education classes sponsored by MCFGPA or their credentialing agency.
- e. MCFGPA Instructors and Coaches must be willing to participate in supporting and supervising activities and events held at the Range
- f. Only authorized Senior Instructors, Senior Coach's and Directors will have keyed or combination access.
- g. Only Directors, the Youth Committee Chairman, and selected Individuals may have keyed access to the Associations Firearms and Ammunition.
- h. Association Firearms and Ammunition: All doors, safes, and other combination or keyed access will be locked and secured after each access. Doors or safes may not be left open at any time. Even if coming right back, secure the doors and safes.
- i. It is highly recommended that Instructors have their own personal liability insurance. An example of this type of Instructors Insurance is available at <http://www.locktonrisk.com/nrains/instructors.htm>

### **6. Commercial or Outside Organization use of MCFGPA Range**

- a. Must provide written proof of Insurance with Mariposa County Fish and Game Protective Association and Mariposa County Fish and Game Protective Association Range, The Long Family, The Long Family Ranch, its owners, and The Frank & Francis R. Long 2000 Revocable Family Trust, listed as also covered.
- b. Must provide their own materials for instruction, emergency care, etc...
- c. Must maintain the facilities and properties in good condition, to include financial responsibility for any repairs incurred from their use.
- d. Must be related to the purposes and objectives of Mariposa County Fish and Game Protective Association.
- e. Must apply to use the facilities through the MCFGPA Board of directors.
- f. MCFGPA reserve the right to require MCFGPA representation at the event to ensure MCFGPA and the Long Families interests. Such representation will generally be performed by the Executive Committee and representatives will be qualified NRA RSO's. The MCFGPA will have the final authority as to range usage.
- g. Commercial or Outside Agencies agree to the following; in addition to the rules, practices and policies presented elsewhere in this document:

- i. Students or any class are not permitted to leave the immediate area where the instruction is taking place with a firearm. It is of no matter if the firearm is holstered and empty. Students must be supervised when they are off the firing line
  - ii. Under no circumstances are any students allowed to leave the range with a holstered firearm, such as to go to the parking lot, their vehicle or outside restrooms. It is of no matter if the firearm is unloaded.
  - iii. All trash receptacle's will be emptied no matter their content amount. The ranges will be left neat and orderly with all tables and benches placed as they were found under their respective coverings. If debris are raked or swept off the firing area, they are to be disposed of appropriately.
- h. Commercial or Outside Agencies must maintain and submit for filing with the Executive Committee the following:
  - 1. Emergency Medical Certification for all employees on the range
  - 2. Emergency Plan specifically for activities on the MCFGPA Range
  - 3. Risk Management Plan for activities at the MCFGPA Range
- i. Commercial Users must provide and maintain their own Emergency Medical Kits.
- j. Commercial Users must agree to assist MCFGPA with its general education goals of firearms safety training to the public when requested as possible.

# Outside Range Inspection Checklist

Inspected by: \_\_\_\_\_ Date: \_\_\_\_\_

	Yes	No
Backstop/Impact Area Inspected:	_____	_____
Sidewalls Inspected	_____	_____
Target Frames/Mounts in Good Repair	_____	_____
Firing Line Marker	_____	_____
Shooting Benches/Tables Inspected	_____	_____
Sandbags/Gun Rests Available	_____	_____
Ready Line or Area Marked	_____	_____
Spectator Area Designated	_____	_____
Scoring Area Identified if used	_____	_____
Safety Area Designated	_____	_____
Supplies Available	_____	_____
RSO Control Area Centralized	_____	_____
Emergency communications Working	_____	_____
First Aid Kits Filled and Available	_____	_____
Range Rules Posted	_____	_____
Gun Racks Inspected and Available	_____	_____
Empty Trash Receptacles Available	_____	_____
Brass/Dud Buckets labeled and Available	_____	_____
Wash Area Identified, Inspected and Ready to use	_____	_____
Lockable Storage Inspected and Available	_____	_____
Range Flags Displayed	_____	_____

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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# Shotgun Range Inspection Checklist

Inspected by: \_\_\_\_\_ Date: \_\_\_\_\_

	Yes	No
Impact Area Inspected:	_____	_____
Left and Right Range Limits Displayed	_____	_____
Machine filled/Inspected	_____	_____
Cable Connected/Inspected	_____	_____
Firing Stations Marked and Clean	_____	_____
Ready Line/Area Identified	_____	_____
Spectator Area Designated	_____	_____
Scoring Area Established	_____	_____
Supplies Available	_____	_____
RSO Control Area Centralized	_____	_____
Emergency Communications Working	_____	_____
Safety Area Designated	_____	_____
First Aid Kits Filled and Available	_____	_____
Range Rules Posted	_____	_____
Gun Racks Inspected and Available	_____	_____
Empty Trash Receptacles Available	_____	_____
Hull/Dud Buckets labeled and Available	_____	_____
Wash Area Identified, Inspected and Ready to use	_____	_____
Lockable Storage Inspected and Available	_____	_____
Range Flags Displayed	_____	_____
Lights Available and Inspected	_____	_____

Comments: \_\_\_\_\_

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# Range Safety Briefing

Rev: Jan. 22, 2018

## Welcome to The Mariposa County Fish & Game Protective Association Range Facility

This Range Pre-briefing is provided to allow you and your group to more fully experience the various sports of firearms shooting. Whether it is Trap shooting or basic pistol marksmanship, the skill sets found here at the Mariposa County Fish and Game Protective Association Range will provide an opportunity to broaden your horizons, and safely experience the various aspects of the Shooting Sports world.

Please take note of the key points about our range as follows:

Please check our website at [www.mariposafishandgame.com](http://www.mariposafishandgame.com) for any new information.

Please have all group members participating review the following “Gun Safety Rules”, prior to your group's activity at the range. If you have any questions regarding any of these basic rules, please ask your instructor.

- 1 Always keep the gun pointed in a safe direction.  
This is the primary rule of gun safety. A safe direction means that the gun is pointed so that even if it were fired, it would not cause injury or damage. The key to this rule is to control where the muzzle or the front end of the barrel is pointed at all times. Common sense dictates the safest direction, depending on different circumstances
- 2 Always keep your finger off the trigger until ready to shoot.  
When holding a gun, rest your finger outside the trigger guard or along the side of the gun. Until you are actually ready to fire, do not touch the trigger.
- 3 Always keep the gun unloaded until ready to use.  
Whenever you pick up a gun, point the muzzle in a safe direction and engage the safety device if possible, and, if the gun has a magazine, remove it before opening the action and looking into the chamber(s) which should be clear of ammunition. If you do not know how to open the action or inspect the chambers(s), leave the gun alone and get help from someone who does

It is violations of the above rules which causes the tragedies one reads about in the newspapers. If you follow the above rules, unfortunate accidents cannot happen.

The following are some specific features and rules for use of the Mariposa County Fish and Game Protective Association's Range use

Using the Range:

1. Ensure the gates are kept closed.
2. Ensure your Key or access code is kept private and do not give your code to anyone else. This code is not for others, including Family, to use for access.
3. Ensure all guests and non-MCFGPA members have completed and signed a Waiver (available in the sign in area. File these completed releases in the provided binder)

4. Ensure all participants sign in, either in the Range Use log book, or on the Event Participant sign in form. (Ensure this form is turned into MCFGPA)
5. Ensure the 911 Phone at the Trap range is working by picking up the handset and ensuring there is a dial tone. If this phone is not working – the Range is CLOSED to all Live Fire Shooting. Notify Range Officials if you find the 911 phone is not working.
6. Take note of who is on the range, especially on the range you are using. Coordinate activities to ensure safety, such as going forward to replace targets. Keep note of your neighbors to ensure safety is maintained. Many times people forget those who are not in their group and inadvertently violate Safety rules. Keep aware of your neighbors!
7. Ensure Fire Extinguishers are available in your area.
8. Ensure the first aid kit is available, located in the “Safe Area” and Rifle and Trap Range containers if authorized.
9. When using the, ensure a Red Range Flag is placed on the flag pole of the range you are using, indicating the range is in use and live fire is in progress. Red Range Flags are located in the Rifle Range container
10. Do not handle, un-case, un-holster, load or otherwise handle a firearm unless you are actually on the firing line. There is absolutely no handling of firearms in the parking areas or on the grass area. While transiting the parking areas or the range grass area to or from your firing bay, ensure your firearms are cased, holstered or in a gun rug. If you do not have a case for your long guns, a Range Official may escort you from the vehicle to the firing line after ensuring your firearm is unloaded. When finished shooting, ensure your firearms is cased or holstered before leaving the firing line. Do not uncase or case, holster or un-holster except when on the firing line.
11. When moving between bays to continue shooting, ensure your firearms is cased or holstered when transiting between bays.
12. It is permissible to carry an unloaded handgun in a belt holster. To do so, first un-case the handgun while on the firing line, ensure the handgun is un-loaded with the magazine if so equipped, removed. You may then holster your handgun, with the magazine well empty if it’s a semi-auto. To carry in a holster - the magazine must be removed and the chamber or cylinders empty. When carrying in a holster an empty semi-auto handgun, the slide must be forward, with the hammer down to ensure proper operation of the holster. In all cases, the handgun must be secure in the holster. You may be questioned by range officials if they are unable to easily determine that you are carrying empty.
13. Law Enforcement Officers (LEO’s), CCW permit holders and other designated individuals may carry loaded and concealed while on the range properties, unless you are in a class, in which case the class instructor will set the rules for his or her class operations. If a range official or other shooter notices a loaded firearm while not on the firing line, you will be questioned. Save the hassle and ensure you are properly concealed.
14. Target replacement card/fiber board centers are located in the Range container. If the target frame itself is damaged, place it to the side of the range to be repaired and use another. Staplers and staples are also located in this room. Let any Range Official know a frame needs to be repaired.
15. Paper Plates for use as targets and paint marking pens may be available in the Range Operations room.
16. Targets must be stapled to the cardboard centers, NOT the wooden parts of the frame. A significant portion of our costs are in replacing the shot-up wood frames.

17. A Shotgun pattering frame is available on the trap range. Please do not use your shotgun on any other target frame as we have to replace the wood afterwards.
18. There is no Alcohol, Drugs (Prescription or otherwise) on the Range.
19. There are no open fires permitted except in the authorized wood stove or an approved BBQ grill.
20. There is no harassment or bothering of any wildlife or Farm animals
21. Pick up your brass and dispose of it in the “Brass buckets” if you do not want to keep it when you are done shooting.
22. Take down from the Target Frames and throw away your used targets.
23. Empty any trashcans you find that are full. And take it with you. Be courteous to your fellow shooters.
24. Eye and Ear protection is required for everyone in the vicinity of live fire. Personnel out on the spectator area observing the event may not need these and are not required to wear them. Be particularly aware of small children as they may take their hearing protection off unbeknownst to you.
25. There is a hand washing station in to the port-a-potty. It is encouraged and recommended that you wash your hands and face prior to eating and drinking after shooting firearms.
26. Courtesy is the hallmark of a great range day! Work with each other to ensure a pleasant day for all.
27. Pay attention to any Range Official’s comments, especially if correcting a behavior or activity,
28. If you encounter anyone acting in an unsafe manner, bring your concerns to their attention, so they can correct the situation. If they continue the behavior, leave the area and bring the particulars and any information or further details to any Range Officials’ attention.
29. Farm Equipment and Vehicles have the right of way. Speed limit is 10MPH.
30. There is no climbing of trees, nor damage to any vegetation permitted on the range.
31. No rapid fire or bump fire allowed.

Some further good practices and common sense follow below. Again, if you have any questions, please ask. The intent is for the Range to be safe and fun for everyone to participate in Family Activities and the Shooting Sports.

### **Suggested Range Commands:**

**The Firing Line is Hot:** Shooters are permitted to handle and load their firearms and shoot

**The Firing Line is Cold:** Shooters will stop firing, unload, and lay down, holster or rack their firearms. Shooters must step away from the firing line. Shooters may not handle any firearms or load any firearms until the line goes back to Hot.

**Cease Fire:** Immediately stop firing and await further instructions.

There are many other range commands such as those used on Military ranges, Law Enforcement ranges or even in competitions. Your Range Safety Officer will review the events specific range commands that will be used during that event. Ensure you understand what commands will be used.

### **Know your target and what is beyond.**

Be absolutely sure you have identified your target beyond any doubt. Equally important, be aware of the area beyond your target. This means observing your prospective area of fire before you shoot. Never fire in a direction in which there are people or any other potential for mishap. Think first. Shoot second.

**Know how to use the gun safely.**

Before handling a gun, learn how it operates. Know its basic parts, how to safely open and close the action and remove any ammunition from the gun or magazine. Remember, a gun's mechanical safety device is never foolproof. Nothing can ever replace safe gun handling.

**Be sure the gun is safe to operate.**

Just like other tools, guns need regular maintenance to remain operable. Regular cleaning and proper storage are a part of the gun's general upkeep. If there is any question concerning a gun's ability to function, a knowledgeable gunsmith should look at it.

**Use only the correct ammunition for your gun.**

Only BBs, pellets, cartridges or shells designed for a particular gun can be fired safely in that gun. Most guns have the ammunition type stamped on the barrel. Ammunition can be identified by information printed on the box and sometimes stamped on the cartridge. Do not shoot the gun unless you know you have the proper ammunition.

**Wear eye and ear protection as appropriate.**

Guns are loud, and the noise can cause hearing damage. They can also emit debris and hot gas that could cause eye injury. For these reasons, shooting glasses and hearing protectors should be worn by shooters and spectators. Be sure to wash your hands and face to remove any lead particles and gas residues before you eat or drink.

**Never use alcohol or any over-the-counter, prescription or other medications or drugs before or while shooting. Alcohol, & Dugs are not allowed at the Range.**

Alcohol, as well as any other substance likely to impair normal mental or physical bodily functions, must not be used before or while handling or shooting guns.

**Store guns so they are not accessible to unauthorized persons.**

Many factors must be considered when deciding where and how to store guns. A person's particular situation will be a major part of the consideration. Dozens of gun storage devices, as well as locking devices that attach directly to the gun are available. However, mechanical locking devices, like the mechanical safeties built into guns, can fail and should not be used as a substitute for safe gun handling and the observance of all gun safety rules.

We hope you enjoy your visit and activity with the MCFGPA Range! If you have any questions; you can ask your group leaders or any of the Range Safety Officers, you see on the range. The Range Officers are the ones wearing the orange or green safety vests. All will be perfectly glad to assist you in having a great experience. Please copy and fill out the "Range Guest Release Waiver" for each person attending your groups function. If the attending member is a minor, please remember to have their parent or guardian complete the form and sign for them. Bring these filled out forms with you to speed the Range briefing process.

We look forward to seeing you on the Range!

-The Mariposa County Fish and Game Protective Association Executive Board-

## Appendix 4 Emergency Procedures

In the event of an Emergency, such as Fire, Medical/Injury or if a Police response is needed, the below procedures should be consulted. Your first step will be to call a “CEASE FIRE” for the entire range.

**911 Telephone** - The RED Box at the trap range has the telephone and must be checked prior to any use of the range facilities. Check for a dial tone. If there is no dial tone present, the range is closed please contact a range official and let us know about the issue. You may contact any official listed under the Board of Directors on the website [www.mariposafishandgame.com](http://www.mariposafishandgame.com) , or you may contact Frank Posey at 209-617-6499. The 911 operator has detailed instructions on how to get to the range and where we are located. Just in case **the range address is 4443 Old Highway Mariposa, Ca. 95338** (Note: this phone is not for general usage and is reserved for 911 use only)

**Vehicle access** - It is recommended that a member/by-stander stand at the gate to open and close them & direct engines.

**Fire** – Use the fire extinguishers located throughout the range complex to fight the fire. The fire extinguishers must be lifted up to take them off the wall. Pull the safety lock pin, grasp the hose and point it at the base of the fire while squeezing the fire extinguishers handle, releasing the extinguishing agent towards the base of the fire.

If the flames are too hot or you cannot get to the base of the fire, you may spray the extinguishing agent into the flames to beat them down so you can access the base of the fire. If the fire is too large or you are unable to safely combat the fire, call 911 on the telephone located in the RED box at the Trap Range.

If you do extinguish the fire, ensure it is completely out with no smoldering embers or ashes that might flare up later. Contact any range official and report what happened and fill out a Emergency Report located below and in the Range containers.

**Medical Emergency** – First ensure a Cease Fire is called for the entire range. First aid kits are located in the “Safe Area” If the injury is minor and the victim can perform self-aid, then let them do so. If the injury is more serious, use the 911 phone to request a medical response. Again, It is recommended that a member/by-stander stand at the gate to open and close them & direct engines. Provide what care or assistance you can, that you are comfortable performing. If bleeding is present, press a clean cloth against the bleeding and hold it in place with your hand until assistance arrives.

Contact any range official and report what happened and fill out a Emergency Report located below and in the Range Containers.

**Police Response** – If you have a situation that requires a Law Enforcement presence, do not escalate the situation, calmly leave the area with your possessions and use the 911 telephone to call for assistance.

Contact any range official and report what happened and fill out a Emergency Report located below and in the Range containers.

# Emergency/Injury Report

Mariposa County Fish and Game Protective Association Range  
4443 Old Highway  
Mariposa, Ca. 95338

## Emergency Report Form

Injured name: \_\_\_\_\_ Date of Incident: \_\_\_\_\_

Address: \_\_\_\_\_ Time of Incident: \_\_\_\_\_

Telephone Number (Day): \_\_\_\_\_ Night: \_\_\_\_\_

Describe the incident or if medical, the nature and extent of injury (specify parts of body):

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Describe first aid given: \_\_\_\_\_

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First Aid was provided by (Names and Phone numbers): \_\_\_\_\_

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Disposition (specify name of hospital, phone numbers, time of transport, etc): \_\_\_\_\_

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Notification of next to kin (specify time, person contacted and method of contact): \_\_\_\_\_

---

Location of incident and condition of area: \_\_\_\_\_

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---

Was protective equipment worn (if applicable): \_\_\_\_\_

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Describe the steps taken to preserve the scene (equipment status, photographs, etc): \_\_\_\_\_

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Witness statement (interview witness separately, use attachments if needed):

Witness name: \_\_\_\_\_ Statement attached: Yes \_\_\_ No \_\_\_

Address: \_\_\_\_\_

Phone number Day: \_\_\_\_\_ Night: \_\_\_\_\_

Witness name: \_\_\_\_\_ Statement attached: Yes \_\_\_ No \_\_\_

Address: \_\_\_\_\_

Phone number Day: \_\_\_\_\_ Night: \_\_\_\_\_



**Appendix 5**

**MARIPOSA COUNTY FISH AND GAME PROTECTIVE ASSOCIATION**

**Guest Hold Harmless, Release, Waiver, Indemnification, and Assumption of Risk Agreement**

Whereas, in consideration of being permitted to attend a course of instruction in firearms, for the instruction in firearms, for the use of the premises, and for other good and valuable consideration the receipt of which is hereby acknowledged, the undersigned agrees to all of the following:

The Undersigned agrees to indemnify, hold harmless and defend MARIPOSA COUNTY FISH AND GAME PROTECTIVE ASSOCIATION, a California Corporation, its officers and members, the Long Family, Frank and Francis Long 2000 Revocable Family Trust, Family Properties and its owners, collectively known hereinafter as "THE ASSOCIATION" from any and all fault, liabilities, costs, expenses, claims, demands or lawsuits arising out of, related to or connected with the Undersigned's and his/her guests, including minor children, presence at and/or participation of such parties in the course of instruction; the discharge of firearms by the Undersigned and/or guest and /or minor children; the presence of the Undersigned and/or guests and/or minor children on or use of the range, buildings, land and premises owned or under the control of THE ASSOCIATION (hereinafter referred to collectively as "the premises"); and any and all acts or omissions of said Undersigned.

The Undersigned furthermore waives for himself/herself and for his/her executors, personal representatives, administrators, assignees, heirs and next of kin, any and all rights and claims for damages, losses, demands and any other actions or claims whatsoever, which he/she may have or which may arise against THE ASSOCIATION, including but not limited to, the death of the Undersigned and/or any and all injuries, damages or illnesses suffered by the Undersigned or Undersigned's property, which may, in any way whatsoever arise out of, be related to or be connected with, the course of instruction; the Premises, including any latent defect in the Premises; the Undersigned's presence on or use of the Premises; the Undersigned's property whether or not entrusted to THE ASSOCIATION; and/or the discharge of firearms. THE ASSOCIATION shall not be liable for, and the Undersigned on behalf of himself/herself and on the behalf of his executors, personal representatives, administrators, assignees, heirs and next of kin herby expressly releases THE ASSOCIATION from any and all such claims and liabilities.

The Undersigned hereby expressly assumes the risk of taking part in the course of instruction in firearms and taking part in the activities on the Premises, which include but are not limited to, instruction in the use of firearms, the discharge of firearms, the firing of live ammunition, and organized events. as a MCFGPA range user, I certify by my signature that any firearm and ammunition that I possess on the MCFGPA range complies with California State and US Laws and Regulations.

The Undersigned herby acknowledges and agrees that the Undersigned has read this instrument, understands its terms, and is executing this instrument voluntarily. The Undersigned furthermore hereby acknowledges and agrees that he/she has read, understands and will at all times abide by all range rules and procedures and any other rules and procedures stated by THE ASSOCIATION.

The Undersigned expressly agrees that this instrument is intended to be as broad and inclusive as permitted by laws, and that if any provision of this instrument is held invalid or otherwise unenforceable, the enforceability of the remaining provisions shall not be impaired thereby. No remedy conferred by any of the specific provisions of this instrument is intended to be exclusive of any other remedy, and each and every remedy shall be cumulative and shall be in addition to every other remedy now or hereafter existing at law or in equity or by statue or otherwise. The election of any one or more remedy hereunder by THE ASSOCIATION shall not constitute any waiver of THE ASSOCIATION'S right to pursue other available remedies. This instrument binds the Undersigned and his/her executors, personal representatives, administrators, assignees, heirs and next of kin. This agreement shall remain valid for the duration of the Undersigned's yearly membership agreement.

To physically be present on this range, or to participate in firearms training you must not be restricted or prohibited due to a court order, terms of probation, terms of parole, or violations of certain sections of law from possessing firearms, ammunition, and or dangerous weapons. I certify by my signature that I am not prohibited or restricted from possessing firearms, ammunition, and or dangerous weapons.

I further certify that I am a United States Citizen, or that I have permanent resident legal alien status (Green Card) and that I do not work for a foreign company, a foreign government, or a foreign governmental agency/organization.

\_\_\_\_\_  
Print Name and IF Minor Guardian's name

\_\_\_\_\_  
Signature (If Minor Guardian's Signature)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Address (Street/City/State/Zip)

\_\_\_\_\_  
Contact Phone Number

**Appendix 6**  
**Range Incident Report**  
MCFGPA Range  
4443 Old Highway  
Mariposa, Ca. 95338

Date of Incident: \_\_\_\_\_

Involved individuals name: \_\_\_\_\_

Membership name if known: \_\_\_\_\_

Description of the incident or issue: \_\_\_\_\_

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Notes: \_\_\_\_\_

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Witnesses Name(s): \_\_\_\_\_

Statement attached: Yes \_\_\_ No \_\_\_

---

Incident/Issue report completed by:

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Disposition and follow up (Range Manager/Land Owner/MCFGPA Board of Directors/CRSO):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

# Range Contact Information

Please contact any of the below for issues associated with the Range

**Emergency – Dial 911 with the Phone in the Red box at the Trap Range.**

This is only for emergencies, please use your cell phone for all other calls. Cell phones work best by the creek or the parking lot.

Frank Posey – Cell 209-617-6499

Don Nelson – Home 209-966-7334

Roy Lancaster- Home 209-742-5643

Larry Gregory Home 209-966-3839

Tamara Posey Cell 209-617-2966

## **Appendix 8**

### **Association Firearms Check-in and out Procedures**

1. Mariposa County Fish and Game Protective Association maintains a variety of Firearms for training purposes and to support our mission statement. These firearms may be checked out for approved trainings or events. The CRSO may approve use of these firearms.
2. These firearms will be safeguarded during use and returned to inventory after use and cleaning.
3. Check in and checks out logs are available at the storage container. Ensure the logs are completely filled out.
4. The Check in and Out logs will contain the following information: Name, Date/Time, Purpose/Activity, Type of Firearm Used. And Comments or other equipment used.

## **Appendix 9**

### **Key and Combination Control Procedures**

1. **Range Access**
  - a. Keyed access may be granted to various spaces. Keys will be issued as required to individuals with legitimate access needs. Keys will be inventoried, numbered and signed for.
  - b. Keys and combinations must be safeguarded. Misuse of keys or access will result in disciplinary action.
  - c. Lost keys or compromised combinations must be reported to the Range Manager or CRSO.
  - d. A log of issued keys and combinations will be maintained by the Association Secretary and will show the following information: Name, key or combination issued, date issued, date returned.
  - e. All doors, safes, and other combination or keyed access will be locked and secured after each Range Day.

## Appendix 10

Set up for the Trap range:

1. Open the Trap House and check if any cases of Clays are needed.
2. Open the Ice Cream Truck Box
  - a. Pull out the Trash Cans
  - b. Get the sign in sheets
  - c. Check the range for livestock and people
3. Unlock the Semi container
  - a. Get the number of cases needed and record on the log
  - b. Raise the red flag on the pole
4. Load the Trap machine with pigeons needed
5. Plug in the machine and lay the pull cord out to the score keepers' box

When finished using the trap house:

1. Release the throwing arm on the trap machine
2. Turn off the trap machine
3. Carefully wind back up the pull cord, lock the trap house,
4. lower the Rang Flag, Record trap house data log,
5. and put it away and lock the Semi-trailer.
6. Clean up the tap area and empty the garbage cans, put tables under the cover, and lock the ice cream Truck
7. Make sure all containers and the trap house are locked and secure.
8. Make sure to record any monies collected on your sign in sheet and take it with you to be delivered at the next board meeting.
9. Turn off the lights.

Bring any issues or problems to the attention of any Range Official or Frank Posey.

THANKS!

**Appendix 11**  
**Board Appointed Range Safety Officers**

**Chief Range Safety Officer (CRSO)**

Frank Posey

**Mariposa County Fish and Game Protective Association Approved  
Range Safety Officer (RSO)**

*Current 2019 submissions*