

**LOWLAND RESERVE FORCES' AND CADETS' ASSOCIATION**

**25M BARRACK RANGE STANDING ORDERS**

**DECHMONT RANGE AND TRAINING AREA CAMBUSLANG**

**References:**

- A. Pamphlet No 21, Training Regulations for Armoured Fighting Vehicles, Infantry Weapon Systems and Pyrotechnics.
- B. AC71855-C - Regulations for Training with Cadet Weapon Systems and Pyrotechnics. Cadet Training Safety Precautions – Army Code 72008.
- C. DSA03 OME Part 3 Vol 1 - Part 1 & 2 – Regulations and Guidance.
- D. DSA03 OME Part 3 Vol 2 - Design, Construction and Maintenance of Small Arms, Infantry Weapon Systems, Armoured Fighting Vehicles Weapon Systems (30mm or less) and Test, Evaluation and Research Proof Ranges.
- E. Army Form 5109 – Accident Incident Report

<b>THE RANGE</b>		
1	<b>MOD Serial No and Name</b>	1260 Dechmont 25m BR Cambuslang
2	<b>Description</b>	6 lane, 25m NDA Barrack Range firing from 25m, 20m, 15m, and 10m firing points. Trenches and post at 25m firing point
3	<b>Location</b>	Dechmont Rifle Range House, Gilbertfield Road Cambuslang G72 8YP  WHAT3WORDS – SPINS.LAUNCH.LIONS  MAP REFERENCE  OS LAND RANGER SERIES 1:50,000 MAP SHEET 64  GRID: NS 65275 58568

<b>WEAPONS AND AMMUNITION</b>		
<b>YOU ARE RESPONSIBLE FOR SAFE PLACE, SAFE PRACTICE, SAFE EQUIPMENT &amp; SAFE PERSON!</b>		
4	<b>Weapons</b>	<ul style="list-style-type: none"> <li>a. All in service rifles, GPMG, pistols or approved Cadet rifles, including air rifles constrained by the ammunition requirements below.</li> <li>b. Rifle SA80, all in service variants. (Non-bipod weapons cannot fire bursts.)</li> <li>c. GPMG (Lt role), All in service variants. Bursts must be in accordance with the weapon handling practices. (GPMG 3-5 rds.) Minimum engagement range is 25 metres.</li> <li>d. Pistols, all in service variants.</li> </ul>

5	<b>Ammunition</b>	<p>a. The maximum Muzzle Velocity (MV) and Muzzle Energy (ME) is restricted to:</p> <p><b>(1) MV 1000m/s.</b></p> <p><b>(2) ME 7000J.</b></p> <p>b. In Service Rifle/Carbine up to a maximum calibre of 8.6mm.</p> <p>c. In Service SMG/Pistol up to a maximum calibre of 9mm.</p> <p>d. In Service LMG/MMG up to a maximum calibre of 7.62mm.</p> <p>e. Shotgun (Police Forces Only) Solid shot/Slug only</p> <p>f. <b>Tracer and AP are prohibited.</b></p> <p><i>Non-MOD organisations will comply with the requirements of DSA 03.OME Part 3 – Defence Code of Practice (DCOP) and Guidance Notes for Ranges.</i></p> <p><i>Non-Service Pattern Light Weapons (NSPLW) may only be fired with an appropriate waiver.</i></p>
6	<b>Use by Civilians</b>	<p>Only members of Balornock, Cartside, Claymore, and Clyde Valley, for whom a licence is held, are authorised to use this range and are to comply fully with these RSOs.</p> <p><i>Non-MOD organisations will comply with the requirements of DSA 03.OME Part 3 – Defence Code of Practice (DCOP) and Guidance Notes for Ranges. <a href="#">DSA 03-OME-PART-3-RANGES</a> Volume 1 Part 2</i></p> <p><b>Eligibility</b></p> <p>To be eligible to use a MOD Range, a civilian club shall apply for a MOD Licence - DIO Form 5665.</p> <p><b>Additionally, the club shall:</b></p> <p>a. Be approved by the Home Office for the calibre of firearms (less shotguns of all types) DSA 03.OME PART 3 (JSP 403) Oct 19 Page 48 of 110 they intend to use on MOD Ranges and shall be able to produce written confirmation from the Home Office to that effect (application for the Secretary of State or Scottish Ministers' approval is made on Form 124, which is available from any of the principal National Rifle Association (NRA). Approval is granted in a Letter of Approval, which is sent to the applicant and copied to the Chief Officer of Police.</p> <p>b. Be affiliated to the NRA at paragraph 58 and shall be able to produce written confirmation that its affiliation fees are paid.</p> <p>c. Provide evidence of valid insurance cover.</p> <p>d. Be able to provide an NRA qualified RCO for each range to be used who is competent in the specific discipline and proposed activity to be conducted. The Range Administrating Unit (RAU) is to hold a list of current RCOs together with their expiry date and a list of weapons, or groups of weapons by discipline for which they are qualified to conduct practices.</p> <p>e. Ensure that full members possess and are able to produce valid documentation confirming their membership and their Club Chairman's certification of their competence on their individual weapon type. This is managed at Club level but is validated,</p>

		<p>assured and supervised by the NRA who define the processes to be used to issue the Certificates of Competence.</p> <p>f. Ensure that any probationary members are always supervised one-to-one by either a full member of the club who is authorised by the Chair of the club or by a NRA trained and certified instructor or coach.</p> <p>g. Adhere to the agreement for access to ranges between the MOD and the NRA under whose auspices the club is operating.</p> <p>h. Licence to use MOD Range – DIO Form 5665.</p>
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<b>RANGE SAFETY LIMITATIONS</b>		
<b>YOU ARE RESPONSIBLE FOR SAFE PLACE, SAFE PRACTICE, SAFE EQUIPMENT &amp; SAFE PERSON</b>		
7	<b>Minimum Engagement</b>	<p>The minimum engagement distance for this range is: 10m</p> <p>a. Pistol, rifle LSW, carbine and rifle fitted with 0.22inch conversion kit the minimum range is 10m.</p> <p>b. Rifle, 25m</p> <p>c. GPMG, LSW, 25m.</p>
8	<b>Maximum Movement Distance</b>	<p>The maximum engagement distance at targets on the range floor is 25m.</p> <p style="color: red;">Close Quarters Marksmanship (CQM) Shoots are not permitted.</p>
9	<b>Cross Lane Firing</b>	There is to be no cross-lane firing.
10	<b>Number of Firers</b>	A maximum of 6 (six) firers are permitted to use this range at any one time for shooting.

<b>POLICY</b>		
<b>YOU ARE RESPONSIBLE FOR SAFE PLACE, SAFE PRACTICE, SAFE EQUIPMENT &amp; SAFE PERSON!</b>		
11	<b>General</b>	<p>a. Only qualified or authorised RCOs may plan or conduct live firing on this range.</p> <p>b. The Range Conducting Officer RCO is to ensure that the Safe System of Work is in place.</p> <p>c. The range is to be conducted in accordance with all relevant authoritative documents.</p> <p>d. These Range Orders are to be read in conjunction with the mandatory publications for the weapons, ammunition and practices to be fired on the range. Where a contradiction exists from the mandatory publications these Orders are to take precedence.</p> <p>e. These Range Orders are to be reviewed and re-signed annually by the CO of the RAU.</p> <p>f. This range may be used by any MOD sponsored Cadet organisation subject to RAO permission and Service policy.</p>

12	<b>RCO/Range staff Qualifications</b>	<p>a. You must be suitably qualified to plan and conduct live firing on this range. When you sign the MOD Form 906, you are stating that you are suitably qualified, have read Range Orders and the Site-Specific Risk Assessment and are responsible for the Safe System of Work. <b>You must ensure an activity specific AF 5010 is in place and has been submitted to your SPO for checking.</b></p> <p>b. RCOs with older qualifications or Regular or Reserve qualifications may be deemed current and competent in consultation with their TSA and/or RAO.</p> <p>c. All Firing point safety staff must be suitably qualified.</p> <p>d. Civilian Shooting Club RCOs must be qualified in accordance with Reference C.</p> <p>e. Civilian RCO. Civilian rifle clubs. To ensure safe conduct of live fire practices by the membership of a civilian club, the Chair is to appoint a current RCO who has been formally qualified by the NRA to conduct the practices and to exercise the Chair's responsibility for ensuring safe conduct of the practice by the membership. The procedure and qualification requirements for civilians to exercise the full responsibilities of a civilian club RCO on MOD Ranges are as follows:</p> <ol style="list-style-type: none"> <li>1. Club Chairs wishing members of their club to use a MOD Range will nominate to the appropriate NRA members who are competent to be RCOs by way of any previous qualification with particular consideration to currency.</li> <li>2. Upon the recommendation of the Club Chair, the appropriate NRA will, if satisfied, issue to the club a certificate listing by name those members which they accept as being competent to conduct the standard firing practices listed in the rules of the appropriate NRA together with an NRA RCO card giving the details of the practices the RCO is eligible to conduct. On receipt of the certificate, the secretary of the club concerned will forward a copy, signed by each authorised RCO, to the RAU.</li> <li>3. The RCO must be in possession of an in date NRA RCO card identifying the individual by name and their qualification to conduct firing practices.</li> <li>4. RCOs are deemed qualified if they have demonstrated a satisfactory standard on the appropriate NRA course and has been awarded the appropriate NRA RCO qualification.</li> </ol>
13	<b>Range Safety Document (RSD)</b>	All Shooting must be planned. The minimum requirement is to produce a Range Safety Document (RSD) and Activity Specific Risk Assessment (AF 5010).

14	<b>Minimum Standard of Firers</b>	Service and Cadets in accordance with Ref A & B.  Civilian Clubs: Must be full members of the club and hold a certificate of competence as RCOs. Young people firing with the club must be competent to use the weapon system and be supervised accordingly.
15	<b>Young Firers</b>	For Cadets, the minimum age for firers is 12yrs.
16	<b>Hearing Protection</b>	All personnel within the confines of the range must wear issued serviceable hearing protection. The RCO must ensure all hearing protection is compliant prior to conducting any firing.
17	<b>Eye Protection</b>	The wearing of safety glasses manufactured to EN 166 (2001) that are in good condition is not mandated but is classed as good practice.
18	<b>Authorised Firing Practices.</b>	<ul style="list-style-type: none"> <li>a. Only authorised live firing practices from the relevant publications can be fired.</li> <li>b. Only authorised Cadet Live Firing (CLF) practices contained within the relevant cadet publications may be fired on this range. Official competitions that are authorised and issued by CCRS<sup>1</sup> may be fired on this range if authorised by the Senior Planning Officer (SPO).</li> </ul> <p><b>RCOs are not to author their own range practices.</b></p>
19	<b>Accidents/ Incidents</b>	It is mandatory for the RCO to report any incidents, accidents or near misses that take place on the range IAW Ref A and B.
20	<b>Medical Cover</b>	<ul style="list-style-type: none"> <li>a. Users are to provide medical cover IAW Ref A or B.</li> <li>b. Non-MoD users are to ensure they have medical cover that is equivalent to or better than the requirement in Ref A.</li> <li>c. A documented medical risk assessment must be carried out in accordance with the ACSMS, or Service equivalent. The result of this assessment will inform the level of medical cover to be provided. Activity owners are responsible for ensuring the correct level of medical cover is made available. It is the responsibility of the RCO to brief the first aider prior to firing taking place.</li> </ul> <p><b>All Users are to provide their own Emergency First Aid at Work (EFAW) First Aid kit.</b></p>
21	<b>Emergency Communication.</b>	A land line should be used as primary means of communication. If no landline is fitted, use of a mobile phone must be authorised by the SPO. It must be fully charged and in credit. The RCO must check that there is a signal on the phone at regular intervals when firing is taking place. If at any time the signal is lost the RCO must stop firing until the signal has been re-instated.  <b>No firing is to be conducted without a means of telephone communication being in place.</b>

		<b>All Activity Owners are to ensure their conducting staff have the means of communicating directly with the Emergency Services in the event of an accident.</b>
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<b>DUTIES OF THE RCO</b>		
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22	<b>On arrival at the range.</b>	<p><b>Prior to arrival at the Range, RCOs are required to have carried out a Range RECCE at least 7 days prior to firing.</b></p> <ul style="list-style-type: none"> <li>a. RCOs are to ensure that the range is in good overall condition, then take over by signing the Land Range Log (MOD Form 906). RCOs are also signing to state that they have read and understood the range orders.</li> <li>b. The notes on the inside front cover of the Range Log must be read carefully before it is signed. RCOs are to ensure that:</li> <li>c. They are fully conversant with the actions required in the event of an emergency and aware of the action to be taken in reporting all incidents/accidents.</li> </ul>
<b>Procedures Before Firing</b>		
23	<b>Publications</b>	The RCO is responsible for ensuring they have the correct and current documentation in their possession (electronic is acceptable). It is mandatory for the RCO to be in possession of an endorsed RSD, and appropriate conducting notes for the practice being fired.
24	<b>MOD Form 906 (Land Range Log)</b>	The RCO is to sign the MOD Form 906 which is subject to audit.  By signing the MOD Form 906, the RCO acknowledges that they have read and understood these Range Orders, is qualified and authorised to conduct the practice, and will do so in accordance with all relevant current publications.
25	<b>Risk Assessment</b>	The AF 5010 in place on the 25m Barrack range is Site Specific and does not cover the other elements of the Safe System of Work, which is an RCO responsibility. The site-specific risk assessment will be available to the RCO.
26	<b>Range in Use Signage</b>	The RCO, as the Activity Deliverer is taking responsibility for Safe Place, they must ensure that any "Range in Use" signs are clearly displayed on all entrance and exit gates and restrict access to the range during firing details. They are also to ensure the red range in use warning flags are raised before firing commences.
27	<b>Entry to Range</b>	It is the responsibility of the RCO to ensure that the main entrance gate is closed before firing commences.
28	<b>Firing Points</b>	The RCO must confirm that the firing points/mats are in a serviceable condition and in the correct position.
29	<b>Range/Staff Preparation</b>	Physically check that there are no persons forward of the firing point.  <b>Physically check forward of the firing point to ensure that the range cannot be accessed from the outside.</b>

		<ul style="list-style-type: none"> <li>a. Visually check the range for hazards and ricochet inducing materials. If any are found firing is not to take place until the ricochet inducing material or hazard has been removed.</li> <li>b. Visually check the bullet catcher to ensure that it is serviceable, sand raked and at the correct angle.</li> <li>c. Visually check that all warning signs and Red Flags are displayed and all access points are secure or controlled.</li> <li>d. Ensure that targets are positioned within the Target Positional Markings (Target Centre Height (TCH) and Flank Markings) as marked in the Range.</li> <li>e. Verbally brief the firing party and staff with the relevant safety briefings on the approved RSD/RASP.</li> <li>f. Ensure waiting details remain in their designated safe place and are not issued ammunition until just before they are to fire.</li> <li>g. All firers with ammunition are to be supervised.</li> <li>h. Confirm that a reliable means of communication is available to call emergency services. The RCO must confirm the location of the emergency telephone.</li> </ul>
30	<b>Ear/Eye Protection</b>	It is the responsibility of the RCO to ensure that all personnel within the range are wearing issued serviceable, hearing protection. The RCO must check the serviceability of these items prior to use.
31	<b>Inspection of Weapons</b>	<ul style="list-style-type: none"> <li>a. Prior to firing, the RCO is to inspect all weapons to ensure that they are fully serviceable.</li> <li>b. The RCO is to rod all barrels to ensure they are clear of any obstruction prior to, and after firing.</li> </ul>
32	<b>Firer checks</b>	The RCO is to check that the firers have been appropriately trained on the weapon and have a valid Weapon Handling Test.
33	<b>Pre-Firing Briefings</b>	<ul style="list-style-type: none"> <li>a. Before practices commence the RCO must brief the firing detail so that there is no doubt as to what practice is being undertaken/shot. A brief should also be given to all personnel allocated a role or involved in any way in the range practice, briefing points are to be documented within the RSD for the range to be conducted.</li> <li>b. The RCO must brief all persons at the location that firing will be happening so that they understand not to enter the range unless given permission to do so by the RCO.</li> <li>c. All firers must be verbally briefed by the RCO on the intended practice, any safety limitations, and the action on the command "STOP".</li> <li>d. All firers and safety staff must be briefed on 'actions on accident', who the first aider is, the location of the first aid kit, and the location of the nearest telephone.</li> </ul>

		e. The requirement for personal hygiene, hand washing and the location of washing facilities. Eating and drinking are not permitted until hands have been thoroughly washed.
<b>Procedures During Firing</b>		
34	<b>Security of Weapons and ammunition</b>	<p>a. The RCO is to ensure that weapons and ammunition on the range are safeguarded at all times.</p> <p>b. Weapons are not to be left unattended on the firing point at any time.</p> <p>c. Cadets are not to be left alone / in-charge of weapons or ammunition.</p>
35	<b>Weapon Safety</b>	<p>a. The RCO is to ensure that all weapons are unloaded before firers leave the firing point including prior to firers moving forward to inspect their targets.</p> <p>b. Weapons that are to be left on the firing point are to be left <b>in the unloaded position, no rounds in the chamber and no magazine fitted.</b></p> <p>c. The RCO / Ammunition NCO is to ensure that ammunition is loaded into magazines correctly.</p>
36	<b>Waiting Details</b>	Waiting details must not be allowed to distract any range activity, concurrent or other supervised activities must take place outside of the range.
37	<b>Control of weapons</b>	<p>The RCO is to ensure that firers maintain full control of weapons during all drills conducted during NSPs and any range practice to be conducted.</p> <p>At all times, weapon drills are to be conducted with the weapon parallel to the ground, pointing towards the bullet catcher.</p>
38	<b>Firing Positions</b>	<p>a. As per serials 7 and 8 above dependant on the weapon system being used.</p> <p>b. Only Authorised Combat Firing positions are permitted from the relevant publications.</p>
39	<b>Change of Appointment</b>	<p>a. In the event of a change of range staff the relevant safety paperwork is to be amended and signed by the RCO. The new range staff must be qualified and authorised and have sufficient local knowledge and experience to assist the RCO in the safe conduct of the range.</p> <p>b. Any change of RCO will require the completion of new relevant safety paperwork by the appointed RCO, which must be authorised by the SPO.</p>
40	<b>Fire on the Range</b>	In the event of a fire, normal fire safety rules apply as per the location standing orders. Fire doors must remain accessible. The Fire Assembly Point is <b>Range Compound car park.</b>



<b>Procedures After Firing</b>		
41	<b>Recovery of Weapons</b>	<ul style="list-style-type: none"> <li>a. The RCO is to ensure that all weapons are cleared and arrange for them to be removed from the range.</li> <li>b. Any equipment faults must be reported as per direction in the Unit Equipment Care Directive.</li> </ul>
42	<b>Clean Range</b>	<ul style="list-style-type: none"> <li>a. Ensure that all-empty cases and salvage are collected. Live rounds are to be carefully segregated, accounted for, and returned to store.</li> <li>b. Ensure that all personnel leave the range in an orderly manner and are reminded they must not eat, drink, or smoke until they have washed their hands.</li> <li>c. Leave the range in a clean and tidy condition. The RCO is to ensure that the range is left in a clean and tidy condition; all rubbish to be removed. Cadets and women of child-bearing age should NOT be involved in routine cleaning.</li> <li>d. All routine cleaning is the responsibility of the RAU. Removal of everything brought by the unit is the unit's responsibility.</li> </ul>
43	<b>Range Damage</b>	Any damage to the range or infrastructure is to be reported to the RAU at the earliest opportunity and included in the 906 Range Log.
44	<b>MOD Form 906 (Land Range Log)</b>	The RCO is to complete all the necessary details in the MOD Form 906, which includes recording any incidents / accidents which may have occurred, and an accurate amount of ammunition expended.
45	<b>End of Conduct</b>	<ul style="list-style-type: none"> <li>a. Prior to leaving the range all those that have had ammunition in their possession are to make the relevant declaration in accordance with Ref A and/or B.</li> <li>b. All those involved in the activity are to be asked if there are any injuries or damage to hearing. If there are they should be dealt with in accordance with Ref A and/or B.</li> </ul>

**ACCIDENT/ INCIDENT PROCEDURE**

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SAFE PRACTICE, SAFE EQUIPMENT & SAFE PERSON!**

46	<b>Guidelines</b>	<ul style="list-style-type: none"> <li>a. If any accident / incident occurs, any person involved with the activity can and should issue the command "Stop, Stop, Stop".</li> <li>b. Once the command is issued all firing or movement is to cease and personnel are to wait for further direction from the RCO and range safety staff.</li> <li>c. It is then the responsibility of the RCO to ensure the correct actions are taken to ensure personnel and weapon security and safety.</li> </ul>
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47	<b>Minor Injuries</b>	<p>a. This means that the casualty's life/limb is not in immediate danger and that the casualty whilst requiring professional medical services can receive this from either attending a doctor's surgery or Accident and Emergency at a local hospital. If, in the opinion of the RCO/OIC and Medic that the injury is deemed non-serious or non-life threatening then the following should happen:</p> <p>b. The medic will provide the required level of medical care.</p> <p>c. If the injury requires the services of the Accident and Emergency Outpatients at a local hospital contact the local hospital:</p> <p style="text-align: center;"><b>University Hospital Hairmyres 218 Eaglesham Road East Kilbride G75 8RG Phone number – 01355 585000</b></p> <p><b>WHAT3WORDS for A &amp; E Department – ROCKS.GAVE.SPITE</b></p> <p>d. The following agencies are to be informed of the Minor Accident/Incident as soon as possible by the RCO.</p> <p>e. Defence Accident Investigation Branch - 01980 348622</p> <p style="text-align: center;">Army Reporting Cell (ARC) <a href="mailto:ASCen-ARC-Mailbox@mod.gov.uk">ASCen-ARC-Mailbox@mod.gov.uk</a></p>
48	<b>Serious Injuries</b>	<p>a. The immediate action to follow in case of a serious accident/incident on this range is as follows:</p> <p>b. Stop Firing and administer first aid.</p> <p>c. The RCO/OIC is immediately to call the emergency services using 999.</p> <p>d. The following information must be passed to the emergency services:</p> <ul style="list-style-type: none"> <li>• Your Name.</li> <li>• Range Location.</li> <li>• Details of Accident.</li> <li>• Number of Casualties.</li> <li>• Current State of Casualty.</li> </ul>
49	<b>Ambulance ERV location</b>	<p>The RCO is to send someone (wearing hi viz vest where required) to meet the ambulance at the entrance to this facility, <b>What 3 Words – MUSIC.POPS.BATH</b> and escort to the range/ accident/ incident.</p>
50	<b>Un-intended Discharges (UD)</b>	<p>In accordance with Ref A and or B, all Unintended Discharges are to be reported to the SPO and the firer removed from the range for re-assessment. The firer may not return to firing until they have passed the appropriate weapon test.</p>

51	<b>Reporting of Accidents</b>	<p>a. The RCO must be mindful of the requirements within Ref. A or B in respect of preserving evidence for any future investigation. In addition, the following agencies are to be informed of the Serious Accident /Incident as soon as possible.</p> <p>b. Defence Accident Investigation Branch - 01980 348622</p> <p>Army Reporting Cell (ARC)  <a href="mailto:ASCen-ARC-Mailbox@mod.gov.uk">ASCen-ARC-Mailbox@mod.gov.uk</a></p> <p>c. Ammunition Technical Officer, (ATO) Support. Joint Service EOD Operations Centre (JSEODOC). Military: (94234) Ext. 3360 /3361 / 3362. Civil: (01235) 51 + Ext</p> <p>d. Head of the RAU – Lowland Reserves’ and Cadets’ Association  CE: Colonel (Ret’ d) HE Shields 07764 695180</p> <p>e. HQ 51 Inf Bde RAO Representative – Maj (Ret’ d) Graham Skinner 07775 822753</p>
<ul style="list-style-type: none"> <li>53</li> </ul>	<b>Procedure after Casualty Has Been Dealt With:</b>	<p>As soon as any casualties have been dealt with, the RCO is to proceed as follows:</p> <ul style="list-style-type: none"> <li>Cordon off the area.</li> <li>Ensure that the weapons, ammunition and equipment involved remain in the position they were in when the incident occurred, until any investigations are completed. Do not unload, strip or clean.</li> <li>Note the names of all persons present when the incident occurred.</li> <li>Take weapon serial numbers, if possible, without moving the weapons.</li> <li>Take a note of the batch number of the ammunition concerned.</li> <li>Segregate and ban further use of ammunition from that batch.</li> <li>Make a sketch to record distances and positions in relation to the incident of fragments, personnel, position of injured persons. Note the lane and firing point where the accident/incident took place.</li> <li>Report the incident immediately.</li> <li>Record the details of the incident in the Range Log.</li> <li>Get all personnel involved in the incident to write a statement recording the details leading up to and including the accident/incident. This is to be completed as soon as possible to record an accurate sequence of events.</li> <li>Ensure that all personnel are kept on the range until you are directed otherwise.</li> </ul>

<b>ADMINISTRATION</b>
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52	<b>Gross Error Checks</b>	<p>a. The SPO is responsible for checking the safety paperwork. A SAAF (MOD F 1930) must be submitted to the RAU at least <b>15 days</b> before the activity. It is the SPO's responsibility to ensure all the detail is correct including RCOs being suitably qualified to use the range.</p> <p>b. The RAU will ensure the activity fits the license activity/constraints of the range.</p> <p>c. The RAU are to keep the SAAF (MOD form 1930) until the activity is finished and it is unlikely that will be required to be referenced.</p>
54	<b>Targetry</b>	<p>Only authorised targetry, issued by the RAU to be used.  <b>The use of any other non-authorised targets is prohibited.</b></p>
55	<b>Dress</b>	<p>a. All users of the range are to be dressed in MTP PCS / coveralls with rolled down sleeves to protect arms. Military Dress as per reference A and B.</p> <p>b. Police and MOD Police as per their Personal Protective Equipment (PPE) requirements.</p> <p>c. Civilian clubs, appropriate clothing should be worn for outdoor conditions.</p>
56	<b>Smoking/Vaping/ Drinking</b>	<p>Smoking / vaping and the consumption of food or drink are prohibited on the range – this includes the chewing of gum.</p>
57	<b>Hand washing</b>	<p>It is the responsibility of the RCO to remind all participants that hands must be washed with soap and water immediately on leaving the range and in any case before eating or drinking. Hand washing facilities are available in <b>Toilet block within the range compound.</b></p> <p>(Hand sanitiser is not a means of hand washing)</p>

#### HEALTH AND SAFETY

#### **YOU ARE RESPONSIBLE FOR SAFE PLACE, SAFE PRACTICE, SAFE EQUIPMENT & SAFE PERSON**


58	<b>Range Inspections</b>	<p>a. It is the responsibility of the RCO to inspect the range prior to use. Any defects found are to be reported to the RAU and noted in the MOD F 906 (Land Range Log).</p> <p>b. All requirements for audit and inspections will be in line with current indoor range guidelines:</p> <p>c. A monthly serviceability check is carried out by the Range staff. 2 and 3 Yearly LoDA is carried out in line with current Defence Safety Authority policies.</p>
59	<b>Records</b>	<p>All inspections (with the exception of daily actions) and all maintenance activity is to be recorded in red ink in the Land Range Log (MOD F 906) together with the name, rank or job status of the person who completed the task.</p>

**ADMINISTRATION**

60	<b>Booking/Allocation</b>	<p>Booking forms can be found on the Lowland RFCA webpage under the Dechmont Range section.</p> <p><a href="http://lowlandrfca.org.uk">Dechmont Range and Training Area - Lowland Reserve Forces &amp; Cadets Association (lowlandrfca.org.uk)</a></p> <p>Completed booking forms to be submitted minimum 14 days prior to firing.</p> <p>Submit booking forms to the Range Manager, Mr Paul Priestley, via email address</p> <p><a href="mailto:Lo-fmrange1@rfca.mod.uk">Lo-fmrange1@rfca.mod.uk</a></p> <p>And/or</p> <p><a href="mailto:Dechmont.range@googlemail.com">Dechmont.range@googlemail.com</a></p>
61	<b>Targetry</b>	<ul style="list-style-type: none"> <li>a. All Range targetry is located in the range workshop and will be allocated by the range staff as per your booking request and left in the Range troop shelter.</li> <li>b. The following targets are available at the range:             <ul style="list-style-type: none"> <li>1. Fig 11 (Regular)</li> <li>2. Fig 11 (Cadet)</li> </ul> </li> <li>c. All used targets are to be returned to the range workshop for reuse or Disposal at the end of the firing period.</li> <li>d. Police are required to supply paper targets in advance. This will allow Range staff to attach them to veneers and posts for use on arrival.</li> <li>e. Civilian clubs must use Range issue veneers and posts. Veneers and post will be supplied by Range staff as and when required. Civilian paper targets can be attached to these veneers.</li> </ul>
62	<b>Dress</b>	<ul style="list-style-type: none"> <li>a. Military Dress as per reference A and B.</li> <li>b. Police and MOD Police as per their PPE requirements.</li> <li>c. Civilian clubs, appropriate clothing should be worn for outdoor conditions.</li> </ul>
63	<b>Firing Timings</b>	<ul style="list-style-type: none"> <li>a. Firing can be authorised Daily 0900 - 2100, subject to daylight and weather conditions, targets must be clearly visible at all times.</li> <li>b. Firing times are to be confirmed at time of booking with the Range Manager. In general a maximum time on Range of 8 hours is permitted.</li> <li>c. There is no night firing on this range.</li> </ul>

<b>COMMAND AND COMMUNICATION</b>		
<b>YOU ARE RESPONSIBLE FOR SAFE PLACE, SAFE PRACTICE, SAFE EQUIPMENT &amp; SAFE PERSON</b>		
64	<b>Range Approving Officer</b>	Comd 51 Inf Bde RAO Representative Maj (Retd) Graham Skinner 51 Inf Bde LTAR
65	<b>Range Administrative Unit (RAU)</b>	CO of RAU – CE Colonel (Retd) HE Shields, Range Manager – Mr Paul Priestley
66	<b>Useful Telephone Numbers.</b>	CO of RAU – CE Colonel (Retd) HE Shields, Mobile - 07764 695180  Range Manager – Mr Paul Priestley Mobile – 07764 695185  Range Warden – Mr Derek Brow Mobile – 07584210219  Range control – 0141 641 4898

**These Range Standing Orders are not valid unless Signed and Dated below:**

<b>Name</b>	HE Shields	Paul Priestley
<b>Rank</b>	Colonel (Retired)	SZ3
<b>Appointment</b>	Chief Executive	Range Manager
<b>Unit</b>	Lowland RFCA	Lowland RFCA
<b>Date</b>		
<b>Signature</b>	X  <small>HE Shields CE</small>	X _____ <small>Paul Priestley Range Manager</small>

**These Range Orders are not valid unless an authorised Risk Assessment (AF 5010) is held in the range folder.**

**These Range Orders and associated Risk Assessment (AF 5010) are to be checked and resigned on an annual basis (12 months) to remain valid**

**A copy of the MF 905 (range license) should be displayed on the range.**

**Annex:**

A. AF 5010 Site specific risk assessment.