

Benzie Safety Officer “BSO” Program Overview

Program goal:

To improve range safety by developing Benzie Sportsman’s Club Safety Officers who are aware of the basic skills and rules of the Benzie Sportsman’s club and allows all our members to use our ranges and supervise safe shooting activities and range operations. Or goal is to certify all club members.

Why use Benzie Safety Officers?

Every club has a standard operating procedure (SOP) to conduct the club activities. In addition, each range should have specific procedures governing that activity.

- The BSO supervises the range activities insuring safety and compliance with the SOP and range procedures.
- The BSO provides help when needed to assist shooters.
- The BSO is the onsite official deriving their authority from the board of directors, the SOP and range rules.

Emergency response:

In the case of an accident or injury an effective response can make the difference both in the care for the injured and the protection of the club.

- BSO’s take charge of the scene if an accident or injury occurs to direct others in following the emergency response plan.
- BSO’s render aid.
- BSO’s take detailed incident notes and reports to the board on any accident or incident. This information is vital to correcting and problems or limiting liability.
- The BSO is neutral.

Environmental and accident Reporting:

The paper trail required to limit club liability is constantly growing. Certified BSO’s are aware of the club’s reporting requirements and are responsible for completing their assigned portion.

The benefits of using certified BSO’s:

- Club SOP’s and range procedures are uniformly followed.
- Club activities show a greater level of professionalism.
- The Club’s reputation is maintained.
- Personal injuries and possible property damage are reduced.
- The Michigan DNR has opted to follow NRA guidelines which requires a Safety Officer on all open ranges.

The course:

- To become a BSO the candidate must read the attached range rules, take the exam, and certify that they will support and enforce all range rules.
- Members must score 90% or higher on the exam.

The Benzie Sportsman's Club Certified BSO Program

1. This program will be managed by an existing RSO who is or was NRA certified.
2. The course consists of a mail in home course for existing members in good standing.
3. This training will focus on general range management and safety first, and then cover the specific requirements of each discipline.
4. Club certified BSO's can only run ranges where they qualified for that shooting discipline and fully understand the range and its unique requirements.
5. Club certified BSO's can not open the Sporting Clay's, Skeet, or Trap ranges unless specifically certified and approved by Nick Fant. Rifle Range BSO's can not open the Silhouette Range, only the paper target range. Pistol BSO's can not open up the range for steel target shooting, paper targets only.
6. Club certified BSO's will receive an updated sticker for their membership card for said range certification.
7. BSO's will open the range, maintain the log book, and notate any problems or lack there of.
8. Any Club certified BSO who does not enforce the designated range rules can have their BSO certification removed.
9. *All members completing the mail in home course must complete and pass the exam with a score of 90% or better, and sign the exam stating that they are in fact the person completing the exam and agree to enforce all rules and guidelines as outlined below.*

Benzie Sportsman's Club In House BSO Certification Course

A. General range operational and safety rules:

1. Ranges at the Benzie Sportsman's Club may only be opened by a Club member who is either a NRA or Club certified Range Safety Officer (BSO).
2. The BSO will open the range log and insure that all shooters log in and out.
3. Only members of the Benzie Sportsman's club, their family members, or their guests may use the BSC ranges. A member age 21 or guardian age 21 must be present for youth shooters under the age of 18. The member must be present for their guest to use the range.
4. The BSO will close the range log and insure the range is left in a safe and clean state for the next BSO who opens the range.
5. The BSO in charge will make the range hot or cold for all shooters.
6. The BSO will immediately report any problems or Accidental Discharges on BSC ranges to the director of the specific range, and a officer of the club, and file a written report of the circumstances.
7. The BSO has full authority over the range and those using same, and is responsible that all range rules and safety procedures are followed.
8. All users of ranges at the Benzie Sportsman's Club are required to use proper eye and ear protection while on the firing line.

9. All non-member shooter's are required to sign a "hold harmless release form".
10. Always keep the gun pointed down range below the edge of the berm
11. Always keep your finger off the trigger until ready to shoot.
12. Always keep the gun unloaded until ready to shoot.
13. Be aware what is beyond your target at all times.
14. No alcohol or drug use is allowed prior to or on the ranges.
15. The shooting of ground targets or targets set on top or the bottom of target stands is prohibited due to the danger of a ricochet or a round leaving the range and harming our neighbors. This is especially important in the winter when the ground is frozen. All targets will be posted on the back stands provided and all shooting will be directly into the berm.
16. Shoot the targets, not the backstops. Target backers are in place on the backstop.
17. No arms over .50 caliber are allowed, with the exception of black powder arms.
18. Full automatic fire is not authorized.
19. The berms are present to keep rounds on the range. They are not places for children to climb or play on.
20. Ensure that all members have unloaded their guns and made them safe in a holster or rifle rack before proceeding down range.
21. Clean up your trash before you leave the range and place it in the dumpster or take it back home with you.
22. All Federal, State, and Local firearm laws must be obeyed.
23. No clay pigeons, glass bottles, tin cans, etc., will be shot on the rifle, pistol, or black powder ranges. Balloons stapled in the center of the backstops are acceptable.
24. Shotguns will not be used on the pistol, black powder, or rifle ranges. Two exceptions are sight in with rifled slugs on the rifle range, and trade guns on the black powder range.
25. Use only proper and allowed ammunition. No tracers, armor piercing (Black Tip) or explosive or incendiary rounds are allowed. Standard military FMJ ammunition is allowed.
26. The muzzleloader range is approved for patch and ball loads. Inline rifles should be shot on the rifle range. Only patch and ball with iron sights are allowed for competition shooting.
27. For members desiring to pattern a shotgun or buckshot, a special range located behind the pistol range berm is to be used. This is the only area where buckshot may be used on the grounds of the club.

B. Rifle Range Specific Rules

1. All rifles will be unloaded, magazines removed, and made safe prior to anyone going down range to post or retrieve targets. Rifles not actually being used should be placed in the rifle stands provided.
2. The special silhouette targets installed on the range may only be used during organized silhouette shoots.
3. Silhouette berms will not be used for posting targets.
4. No ground targets or placing of targets on top of the target stands, no clay pigeons may be used for targets.
5. No shotguns are allowed on the rifle range unless specifically sighting in for rifled slugs. Shotgun slug targets will be posted in the center of the target stands to preclude damage to the supports
6. The posts and cross members of the target stands will not be used for posting targets or be used as targets.
7. All targets will be shot from the standing, bench, or prone position. No shooting from the waist or trick shots.

8. Sight in and practice targets are normally available in the target shed. A donation of \$.25 per target to support our range is deeply appreciated.
9. When skeet shooting is active, check with the BSO running the skeet field prior to going down range to post or retrieve targets.
10. No tracer or AP rounds are allowed.

C. Pistol Range Specific Rules

1. The steel targets for the pistol range may only be used when set up by an authorized member of the pistol group and a certified BSO.
2. No shotguns are allowed on the pistol range for any reason.
3. No ground targets, clay pigeons, cans, glass, or can type targets are allowed.
4. Guns on the range will be maintained in an unloaded and holstered status unless on the firing line and the BSO has given the Load and Make Ready command.
5. Guns may only be fired when the Fire command has been given by the BSO.
6. All guns will have the magazines removed, action cycled, and dry fired down range prior to holstering the gun.
7. The posts and cross members of the target stands will not be used for posting targets or be used as targets.
8. No trick shooting is allowed.
9. No tracer or AP rounds are allowed.

D. Shotgun Range Specific Rules

1. Trap machines may only be setup by and operated by BSO's who are personally trained by the director of the shotgun program and authorized by the director of the shotgun program to do so. Typically our shotgun ranges are open on weekends during the summer, and Saturdays in the fall and winter, snow permitting.
2. Shotguns should be patterned on the pattern board located on the skeet range for 7^{1/2} or smaller shot. Alternately, heavy bird shot and buck shot pattern testing should be performed at the rear of the pistol berm on the screen mesh provided for your pattern paper or cardboard.
3. Shotgun bird shot or buckshot is not allowed on the rifle, pistol, or muzzleloader ranges.
4. Shot no heavier than 7^{1/2} may be used on the trap and sporting clays range, and 8 or 9 shot should be used on the skeet range.
5. A maximum of two shells may be loaded on the skeet range for any one station.
6. One round only is loaded on the trap range unless doubles are specifically predefined by the BSO.
7. Double doubles or trick shots are not allowed.
8. The high and low house are not shotgun targets.

E. Black Powder and Muzzleloader Specific Rules

1. WARNING: Black powder is classed as an explosive and can be ignited by static discharge. Black powder should be stored in its original container. Plastic and other static prone container should not be used. Always ground yourself to dissipate any static charge before handling gun powders, especially black powder.

2. There are many safety practices that are unique to shooting muzzle loading arms. A basic rule at ranges is no handling of firearms behind the firing line. You may find muzzle loaders being handled for loading behind the firing line. This practice is based on the need to remove the handling of black powder from the flame and sparks generated on the firing line. These arms are however not primed (powder or percussion cap) until on the firearm line and at all times muzzle control is practiced.

3. The Muzzleloader range and woods walk is designed for the use of “Patch and Round Ball” ammunition only. In line high velocity sabot or power belt rounds should be shot on the rifle range.

Definitions:

"Powder" includes black powder and all substitutes.

"Closed" means tight fitting, spark-tight.

"Powder measure" is a small brass measuring device which holds one load of powder and is not an attached part of a powder container.

"Powder container" holds more than one load of powder.

"Prime" means to charge the pan or install a cap.

"Pre-measures" are small, closed containers holding a measure of powder, and sometimes other components, for one shot.

General

1. No smoking on or near the line. Smoke only in designated areas.
A loaded arm must be pointed down range and closely attended at all times. Once primed, it must be held by the shooter until discharged.
2. When moving around with an unloaded arm, arm must be carried muzzle up.
3. Do not carry black powder, or its substitutes, up to the club house. When leaving the line, put powder in your range box or bag or in the storage houses provided.
4. Use only black powder in muzzleloaders, *never* use white powder.
5. Round ball and patch with iron sights are the only firearms allowed for use on and in competition events on the Muzzleloader ranges.

Powder

1. Powder must always be in a closed container except when filling the powder measure or, for pre-measures, charging the arm.
2. Powder should be kept in the original factory containers until put in horn, flask, powder measure, charger or cartridge. No breakable containers such as glass.
3. No more than one, one pound, container of powder per shooter allowed on the firing line. All other powder containers must be in a closed range box or bag kept behind the firing line.

4. Filling of horns, flasks, multiple pre-measure devices, etc., must not be done on the firing line. Move well back from the line.
5. Always use a power measure to place the powder in the gun. Never load from the main powder container, horn or flask.

Caps

1. Percussion caps must always be in a closed container except when priming the arm. No loose caps allowed; keep them covered.
2. Caps should be kept in the original factory containers until put in a capping device. No breakable containers such as glass.
3. No more than one tin of caps per shooter allowed on the firing line. All other cap containers must be in a closed range box or bag kept behind the firing line.

Loading

1. Never load from a horn or flask. A powder measure must always be used to charge the arm. Pre-measured, individual chargers/cartridges meet this requirement.
2. If you are unsure of the proper powder load, start with a load equal to the caliber of gun you are shooting; for example for a .50 caliber, start with 50 grains of powder. If your gun is in good condition, you should be able to increase the load to 1.5 times the caliber safely; so for the same .50 caliber that would be 75 grains of powder. Hunting loads may be higher, but you should check with the builder of the gun for maximum safe loads
3. Ramrods should be clearly marked for "empty" and "loaded".
4. Never load while distracted; think about what you are doing.
5. Insure you use a patch of proper thickness that is properly lubricated.
6. Keep body parts as far from the muzzle as possible while loading.
7. Be aware of your surroundings. Never expose powder if the adjacent shooter is ready to fire.
8. Clean firing bench of all spilled powder before continuing. Powder spilled on the ground must be well scattered before continuing.

Firing

1. Never prime or cap until on the line, pointed downrange and ready to fire. Be aware of who may be standing on your priming or cap side as discharge and fragments typically spray as far as 4 to 6 feet.
2. Cap & ball cylinders must be capped while in the firearm, at the firing line, pointed downrange. Do not carry capped cylinders around!
3. Cap & ball cylinders should be sealed with grease or wonder wads to preclude chain firing.
4. Flints should not be knapped in the cock when the arm is charged.
5. Should the gun misfire, keep it pointed down range for a minimum of 10 to 30 seconds. Flint lock rifles typically demonstrate longer hang fire times.
6. Wiping the barrel prior to reloading will preclude sparks left from the patch.

Problems

1. If loaded when a cease-fire is called, raise your hand and wait for the attention of the Range Safety Officer. Do not fire without specific permission from the BSO after the cease-fire is called! Keep the arm pointed down-range and follow the instructions of the BSO. Keep misfires pointed down range until the arm is made safe.
2. Dry balls may be removed using CO2 dischargers or by removing the nipple and back priming with FFFF powder on the firing line.
3. Loads that must be pulled must be brought to the attention of the BSO and handled according to their instructions. If possible, loads that must be pulled will be taken off-line and soaked in a bucket of water for that purpose. Always keep misfires pointed in a safe direction!

**Benzie Sportsman's Club
BSO Certification Exam**

1. What are the three basic safety rules to be exercised on all ranges?
 - a. Wear sunglasses, hat, and earplugs
 - b. Always keep the gun pointed down range below the edge of the berm. Always keep your finger off the trigger until ready to shoot. Always keep the gun unloaded until ready to shoot.
 - c. Always sign the log book. Keep your gun unloaded until ready to shoot. always keep your finger off the trigger.
 - d. Always keep the gun pointed down range below the edge of the berm. Always wear ear protection. Always wait for the command to fire.

2. When can a club certified BSO can open the Shotgun, Rifle Silhouette, or Pistol Steel target range?
 - a. Any time 5 or more shooters want to use the specific range.
 - b. Any time its not raining.
 - c. When given permission from the club president.
 - d. Never

3. When must the BSO open, have all members sign, and close the range log?
 - a. Every time they open a range.
 - b. When 5 or more shooters are present.
 - c. When it's a scheduled event.
 - d. Only when non-members are shooting.

4. When may clay pigeons may be shot on the rifle and pistol ranges?
 - a. Any time, they are great fun to shoot.
 - b. Only when the shotgun director gives permission.
 - c. You may never shoot clay pigeons on the rifle or pistol range.
 - d. You may shoot them as long as you bring your own.

5. When may tracer or incendiary rounds be fired on BSC ranges?
 - a. Only when its raining.
 - b. Only when a fire extinguisher is available on the range.
 - c. Only when the DNR has issued the BSO a burn permit.
 - d. Tracer or incendiary rounds are never allowed on BSC ranges.

6. When may a non-member of the BSC shoot on BSC ranges?
- a. Any time the range is open.
 - b. When a member calls in advance and asks permission.
 - c. When a family member of a club member is present.
 - d. When the sponsoring member is physically present on the range.
7. What should the BSO do if an accidental discharge has resulted in the possibility of a round having left the range?
- a. Call 911
 - b. Don't worry about it, the chance of it hitting anything is very remote.
 - c. Immediately notify the range director, and a member of the BSC Board of Directors and fill out a written report detailing the circumstances.
 - d. Instruct the shooter who had the AD how to avoid the problem in the future.
8. When loading a muzzleloader with black powder from a 1lb. can; you should?
- a. Make sure the can is grounded to prevent static discharge.
 - b. Point the barrel away from your face.
 - c. Make sure the barrel is as vertical as possible to get a level fill.
 - d. Never pore from the large container, use a powder measure.
9. When are shotguns allowed on the rifle and pistol range?
- a. Only when you want to pattern your gun.
 - b. During special shotgun events.
 - c. Never on the pistol range, and only when sighting in with rifled slugs on the rifle range.
 - d. Any time is fine as long as you are a member.
10. When should the BSO make sure that all shooters have Eye and Ear protection?
- a. Eye and Ear protection is required on all ranges for all shooting.
 - b. Eye and Ear protection is only required for black powder events.
 - c. Eye and Ear protection is only required for guns that make loud noise.
 - d. Eye and Ear protection is always optional.

True or False

1. A BSO can loose his BSO status if he does not enforce the range rules?

T F

2. All shooters are required to sign in and out of the range log?

T [] F []

3. Ground targets may be shot as long as the ground is not frozen?

T [] F []

4. A couple of beers are just fine while shooting on the range?

T [] F []

5. All targets are required to be posted so that they direct fire directly into the berms?

T [] F []

6. Machine guns are allowed if the member has a class III permit?

T [] F []

7. Shotgun shot and buckshot patterning are only allowed on the back of the pistol berm?

T [] F []

8. The BSO who opens the range is in charge of the range at all times?

T [] F []

9. It's just fine to carry a loaded pistol in your holster anywhere around the range?

T [] F []

10. When dry firing a pistol to insure the action is clear, you can point it in any direction?

T [] F []

11. The maximum number of shells that may be loaded on the shotgun range is one or two rounds depending on the range and specific shot?

T [] F []

12. Any one can open up the trap machines for use by club members?

T [] F []

13. Silhouette targets may be opened up any time 5 or more shooters are present.

T [] F []

14. Now that the berms have been improved on the rifle range, you can go down range while skeet shooting events are taking place any time you want?

T [] F []

15. It's just fine to shoot cans or clay pigeons off the top of the target stands on the rifle range?

T [] F []

16. If you run out of black powder, you can use shotgun powder as a substitute?

T [] F []

17. The only place you can cap your muzzleloader is at the firing line?

T [] F []

18. Smoking around open black powder is just fine, because it only burns when ignited by a percussion cap or flint?

T [] F []

19. A cap and ball revolver may chain fire if all nipples are not capped and the individual cylinders are not properly sealed with wonder wads or grease?

T [] F []

20. A dry ball can safely be removed using a ball puller as long as a cap is in place and the powder is dry?

T [] F []

All BSO's must have a valid release form on file with the club secretary, and insure that all shooters on the range have same on file or have them sign one. In addition, BSO's must certify they have personally taken the above course and attached test and understand all rules of the BSC ranges, and will enforce these rules and report any violations of same.

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

Whereas, in consideration of being permitted to participate in club sponsored events, attend a course for the instruction in firearms, for use of premises, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Undersigned agrees to the following:

1. Undersigned agrees to indemnify, hold harmless and defend **The Benzie Sportsman's Club**, its directors, officers, members, employees and agents (hereinafter referred to as Instructors or Range Officers) from any and all fault, liabilities, costs, expenses, claims, demands, or lawsuits arising out of, related to or connected with: Undersigned's presence at and/or participation in events; the course of instruction; the discharge of firearms by Undersigned; Undersigned's presence on or use of the range, building, land, and premises (Premises); and, any and all acts or omissions of Undersigned.
2. 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 Instructors (including but not limited to the death of Undersigned and/or any and all injuries, damages or illnesses suffered by 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; Undersigned presence on or use of said Premises; Undersigned's property (whether or not entrusted to Instructors; and the discharge of firearms. Instructors shall not be liable for, and Undersigned, on behalf of himself/herself and on behalf of his/her executors, personal representatives, administrators, assignees, heirs, and next of kin, hereby expressly releases the Instructors from any and all such claims and liabilities.
3. Undersigned hereby expressly assumes the risk in taking part in the event, course for instruction in firearms, and taking part in the activities on the Premises, which include, but not limited to, instruction in the use of firearms, the discharge of firearms and the firing of live ammunition.
4. Undersigned understands that decisions of the designated range officer is final. Eye and Ear protection is mandatory for all shooting events or exercises, and that if steel targets are incorporated into the event; spatter from said targets can in fact hit the participant. The participant in such events is highly encouraged to wear full toe shoes, long pants, long sleeve shirt, and hat.
5. Undersigned hereby acknowledges and agrees that Undersigned has read this instrument and understands it terms and is executing this instrument voluntarily. 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 Range Officers or Instructor(s).

6. Undersigned expressly agrees that this instrument is intended to be as broad and inclusive as permitted by law, and that if any provisions 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 statute or otherwise. The election of any one or more remedies hereunder by the Instructor(s) shall not constitute any waiver of Instructors' right to pursue other available remedies. This instrument binds Undersigned and his/her executors, personal representatives, administrators, assignees, heirs and next of kin.

7. Club certified BSO's certify that they have personally completed the Club BSO mail in certification class and test; and that they will abide by and insure compliance with the rules and safety procedures enclosed within. In addition Club BSO's understand that they may not act in the position of BSO until this course has been received by the club secretary, who will certify that the member passed the attached exam, and issued the member his BSO card.

UNDERSIGNED:

Date: _____

Signature: _____

Print Name: _____

Upon completion of this course and exam; mail the exam and the certification sheet to:

Benzie Sportsman's Club
P.O. Box 352
Benzonia, MI 49616-0352

We recommend you save the range rules for future reference.