

# Craven County Law Enforcement Officers Association (CCLEOA) Rules

## 1. Introduction

- 1.1. Our training facility has come a long way since the foundation of the Craven County Law Enforcement Officers Association (CCLEOA) in 1968. Members should be proud of the efforts put into this organization as it facilitates the training of law enforcement professionals as well as the training and recreational shooting of the members. With this in mind we require all members and their guests, as well as those training at our facility, to conduct themselves safely and responsibly at all times.
- 1.2. The location and existence of this organization/range requires every member and guest to use safe weapons handling, courtesy and adherence to the range rules. The proximity of houses and private property near our facility, and the inherent dangers of a firing range, requires our awareness and use of appropriate caution in the handling and usage of firearms and related equipment at all times.
- 1.3. To provide for the safe operation and continuation of the training facility, and to ensure the safety of our members and the community, CCLEOA provides and adopts the following rules. These rules shall be enforced at all times regardless of who is using or in control of the firing range. Compliance with the rules is mandatory in order to ensure the safety of all members, guests, and the surrounding community and to avoid damage to the facility itself.

## 2. Range Hours of Operation

- 2.1. Agency and class training will be conducted and schedules by the instructor. **All other use of the firing ranges requires membership in the Association as described in the By-Laws.**
- 2.2. Monday thru Saturday 0800 until 2200 hours. All authorized firearms may be discharged.
- 2.3. Sunday 1300 until 1800 hours. Special hours for official training by an agency may be scheduled upon prior approval of the majority of the executive board.
- 2.4. Wednesday is Associate Day (No law enforcement training). Reservations for agency training must have prior approval of the majority of the executive board.
- 2.5. Monday thru Friday with the exception of Wednesday are primarily for agency training. Agency reservations must be made at least 72 hours in advance of the event if the request is emailed, or 48 hours in advance if the request is called in. Once the request is received and approved, an email must be forwarded to the web master for posting on the web calendar. The approval is not considered official until it is posted on the

website calendar. Agencies may close a range for training requirements and may close the entire range if needed for tactical training. Closing the entire range should be kept to a minimum. When training requirements dictate a single range closure, members may use the other ranges as long as it does not interfere with training/qualifications.

### **3. Range Safety**

#### **3.1. Safety Rules**

- 3.1.1. Treat all weapons as if they are loaded. Safe weapons handling is the responsibility of the individual. Never assume a weapon handed to you is safe or unloaded.
- 3.1.2. Never point a weapon at anything you do not intend to destroy.
- 3.1.3. Always be aware of your target and the area beyond your target (where the bullet lands).
- 3.1.4. Keep your finger off the trigger until you are ready to fire. Rifles and pistols should have sights on the target, shotguns should be ready to engage birds.
- 3.1.5. Eye and hearing protection are required any time on the range that live fire is being conducted.

#### **3.2. Firing Line Procedures**

- 3.2.1. There will be no handling of loaded firearms behind the firing line.
- 3.2.2. The firing line will be determined by the shooter closest to the target area (i.e. you can't shoot at the 100 yard rifle line while a shooter is at the 50 yard rifle line).
- 3.2.3. When a shooter moves forward of the firing line a cease fire on that range will be observed. Handling weapons is not allowed during the cease fire.
- 3.2.4. Only line-of-site firing on authorized targets is permitted.
- 3.2.5. If an unsafe condition is observed a cease fire will be immediately called. When 'CEASE FIRE! CEASE FIRE!' is called, all shooting on the firing line will immediately cease and weapons will be made safe. Firing will not resume until the unsafe condition is resolved.

#### **3.3. Additional Rules**

- 3.3.1. Alcohol is not permitted on the range. Never mix alcohol and firearms.
- 3.3.2. Be sure your ammunition and firearms are compatible.
- 3.3.3. No target material will be mounted or placed anywhere on the range except in the designated target areas where the backstop absorbs the impact of the bullet.
- 3.3.4. Any safety violation observed by a member of another party shall be reported to a Range Safety Officer (RSO), assistant RSO or Executive Committee member as soon as practical.

#### **3.4. Conduct**

- 3.4.1. All members, guests, students and agency personnel must sign in the logbook daily prior to using the range. NOTE: Guest conduct and safety are the

responsibility of the member. Student safety and conduct are the responsibility of the instructor(s).

3.4.2. OSHA has identified lead danger as follows:

3.4.2.1. Lead can be absorbed into your body by inhalation (breathing) and ingestion (eating). Lead (except for certain organic lead compounds not covered by the standard, such as tetraethyl lead) is not absorbed through your skin. When lead is scattered in the air as a dust, fume or mist it can be inhaled and absorbed through your lungs and upper respiratory tract. Inhalation of airborne lead is generally the most important source of occupational lead absorption. You can also absorb lead through your digestive system if lead gets into your mouth and is swallowed. If you handle food, cigarettes, chewing tobacco, or make-up which have lead on them or handle them with hands contaminated with lead, this will contribute to ingestion.

3.4.3. With this in mind, there will be NO FOOD, DRINK, CHEWING TOBACCO, SNUFF or SMOKING on the firing lines. All people on the range should be aware of the dangers of lead and take appropriate precautions.

3.4.4. Minors must be supervised by a parent or guardian who is competent in handling firearms at all times.

3.4.4.1. Supervision shall mean the responsible adult is in close proximity to the minor so they can take immediate control of the weapon.

3.4.4.2. A minor is defined as a person less than (18) years of age. The age requirement may be waved down to (15) years old if can be shown that the minor successfully completed a hunter safety course or other certified firearms instruction course.

3.4.5. **Serious range incidents (Accidental discharge, injury to people or structures, incidents requiring the presence of emergency personnel or complaints from neighbors) will be immediately reported to the range president and/or vice-president.**

3.4.6. Physical or verbal abuse of anyone on the range will not be tolerated. These actions may result in termination of range privileges and/or membership.

3.4.7. Serious violations resulting in damage to property and/or people shall be reviewed by a panel of RSOs and Executive Committee Members and may result in immediate termination of membership.

3.4.8. Reports of more than one rule violation not involving damage to property or people shall be reviewed by a panel of RSOs and Executive Committee Members and may result in termination of membership.

3.4.9. The determination of the review panel shall be final. There is no appeal process. The individual being reviewed has the right to appear before the panel before a determination is made.

3.4.10. Pick up all brass, casings and hulls, and dispose of them properly after you are finished shooting. Containers are available at the range for this purpose. Leave the range better than you found it.

- 3.4.11. Empty your trash both inside and outside the building especially if you have eaten. Trash goes in the dumpster. Cardboard and paper targets go in the appropriate trailers.
- 3.4.12. Agencies must sweep the floors when done using the building. Mop the floors as needed.
- 3.4.13. Before leaving, turn the Heat/AC units to their overnight settings (as indicated by the notes on the wall), turn off the lights and lock all doors and gates.

#### **4. Targets, Target Areas, Firearms and Ammunition**

##### 4.1. Permissible targets

- 4.1.1. Paper targets are permitted on all ranges with a backstop. They can be either mounted on the target ropes or on approved target stands. Target stands will be made of either wood or PVC with a free standing base. Targets must be mounted within 25' of the berm.
- 4.1.2. Commercial steel targets that have been approved by the RSOs (see Appendix A) can only be engaged in Range C area as long as no non-steel shooters are present. Targets must be mounted to direct any impact return downward. Only lead or frangible ammunition will be authorized (no jacketed ammunition). Only traditional pistol calibers (22, 380, 9, 40, 45, and 38) will be used. No magnum or rifle calibers are authorized. No steel shall be engaged closer than 10 yards unless meeting agency training requirements during agency training ONLY!
- 4.1.3. Clay birds can be shot on designated shotgun ranges. You can shoot clays that are laying on the sand portion of the berms (in line with where the hanging paper targets would be) as long as they are not in contact with supporting structures.
- 4.1.4. Other targets not listed above must be approved in writing by the RSOs.

##### 4.2. Non-permissible targets/target areas

- 4.2.1. Incendiary or explosive targets are not permitted on the range (i.e. Tannerite).
- 4.2.2. Targets such as bottles, cups, cans or other objects are prohibited.
- 4.2.3. Bowling pins cannot be shot on any range.
- 4.2.4. Targets cannot be placed directly on the berm/backstops, buildings or any other structure not designed to hold a target.

##### 4.3. Target areas

- 4.3.1. See Appendix B for designated target areas.
- 4.3.2. The shoot house (located at Range C, Appendix B), including portable walls, and the designated right side of the pistol range (Range A) are for law enforcement training only.

4.3.3. Police range (Range A, Appendix B), is for agency training only. No individual practice allowed.

4.3.4. Range B (Appendix B), is for member training only. Any firearms may be discharged not further than 25 yards from the impact berm.

4.3.5. Range C (Appendix B), is authorized for all firearms out to 50 yards.

4.3.6. Range E (Trap area)(Appendix B), is reserved for trap matches Monday, Wednesday and Saturday mornings if agency training does not preclude the use of the range. When trap shooting is in session, Ranges C and D are closed.

4.3.7. No persons are allowed to climb onto the berms except for the purpose of authorized maintenance.

#### 4.4. Firearms and ammunition

4.4.1. Firearms must be in good working order. All applicable safeties must work.

4.4.2. Tracer, incendiary or explosive ammunition is not permitted.

4.4.3. Chemical munitions and distraction devices are not permitted (exceptions for agency training may be made depending on the range and weather conditions).

4.4.4. Any type of ammunition designed for penetrating metal is not permitted.

### 5. Agency Training

5.1. Restricted agency training areas are for agency training only. These areas are only to be used when the agency is conducting formal training. These areas are restricted from individual use. Agency members wishing to train on their own must join the Association.

5.2. Law enforcement training will have priority except on Wednesdays and weekends. If there is a conflict of schedules between any event and law enforcement training, law enforcement training will get preference.

5.3. Agencies are required to abide by all rules and regulations of the association. Failure to comply with the rules may result in termination of privileges to use the facility until all rules and safety requirements are met and followed.

5.4. All agency personnel are required to sign the range disclaimer before the use the facility.

### 6. CCLEOA Disclaimer

6.1. The CCLEOA Disclaimer (the Disclaimer) must be signed by every member, guest, agency member, student and instructor before using the range or being issued a membership card.

6.2. The Disclaimer must be signed once by members as long as they remain in good standing. If a membership lapses, the returning member must sign a new Disclaimer upon renewal of their membership.

6.3. All guests, agency personnel and students who are permitted to use the range must sign the Disclaimer annually.

## **7. Facilities Lease Agreement/Contract and Liability Requirements**

- 7.1. CCLEOA may lease its facility to members, agencies and educational organizations on a routine basis for a nominal fee. As we are a non-political organization, political events that promote a particular party will not be permitted. Current and future leases may be canceled/voided for failure to comply with rules and regulations or failure to pay appropriate fees. The Executive Committee shall collect fees and ensure compliance of all contract agreements.
- 7.2. Organizations that wish to lease the facility must first get permission from a majority of the executive board. All advertising for the event must be approved by the board prior to its release to the public or the group's membership.
- 7.3. Lease fees are identified below and are subject to change by a vote of the membership at any routine meeting.
  - 7.3.1. Individual meetings not involving fees for attendance:
    - 7.3.1.1. Building only - \$50
    - 7.3.1.2. Building and range - \$100 (range reservation is only permitted by membership vote at a regular meeting).
  - 7.3.2. Training or certification for paying students including, but not limited to, Concealed Carry Permit Classes.
    - 7.3.2.1. \$10 per student if using both buildings and firing range.
    - 7.3.2.2. \$5 per student if using buildings or range only.
  - 7.3.3. All students, instructors and observers must sign the Disclaimer before the class or range use begins. The instructor must sign the logbook indicating the number of students and the approximate number of rounds fired.
- 7.4. The instructor(s) of the training or certification for paying students must complete and comply with the CCLEOA "Facilities Lease Agreement/Contract and Liability Requirements" prior to coordinating the scheduling of their class(es) with the CCLEOA WEB Master.
- 7.5. Instructors shall ensure they provide payment for the lease within 72 hours of completion of the class. Payment, by check only, with class date, number of students and instructor information may be deposited in the drop box located by the main entrance. Cash shall not be deposited into the drop box and the Association is not responsible for any cash left in the drop box.
- 7.6. When there is a Concealed Carry Class on the pistol range, the range will remain open for membership use.

## **8. Range Safety Officer (RSO)**

- 8.1. RSOs and Assistant RSOs are appointed by the Executive Committee Members based upon their knowledge and qualifications.

- 8.2. When present, the RSOs have ultimate authority for rules and safety enforcement of the range.
- 8.3. The RSO may ban from the range any person handling a firearm in an unsafe or careless manner, or for any serious violation of range rules until a decision of the Executive Committee Members and RSOs is completed.
- 8.4. Assistant RSOs shall follow the same directives and have the same authority as the RSO in the absence of an RSO.
- 8.5. When no RSO is present, the member or instructor is responsible for their guests or students conduct and safety at all times.

## **9. Conclusion**

- 9.1. We, individually and collectively, are responsible for the safe practices on our range and the enforcement of the rules and regulations that ensure our continued existence and success. How we and our guests conduct ourselves and how we use our range will determine how the community will receive, accept and support us.
- 9.2. Through hard work and dedication we have and shall continue to enjoy the privilege and convenience of using a firearms range and training facility. We must continue to take all steps necessary to ensure we run a safe, professional and efficient training facility/firing range.
- 9.3. In spite of our rules and best efforts to enforce those rules, it may only take one unsafe act to destroy all we have achieved since 1956. Worse, that one unsafe or thoughtless act could cost someone their life.
- 9.4. If you see or hear of a problem, speak up! As a rule, if you are unsure if something is allowed or not, don't do it. You will not regret being safe.
- 9.5. If you have any questions about range use or rules, please speak to a Range Safety Officer or Executive Committee member.
- 9.6. These rules replace and supersede all previous versions of rules either published or verbal. These rules are effective immediately per direction of the Executive Committee and the vote of the general meeting of 9 June 2020.

## Appendix 'A'

1. Approved commercial steel targets:
  - a. Targets must be made of AR400 steel or harder.
  - b. Can only be used in designated areas.
  - c. Must be hung and engaged only as designed (4.1.2).
2. Examples:
  - a. Gong



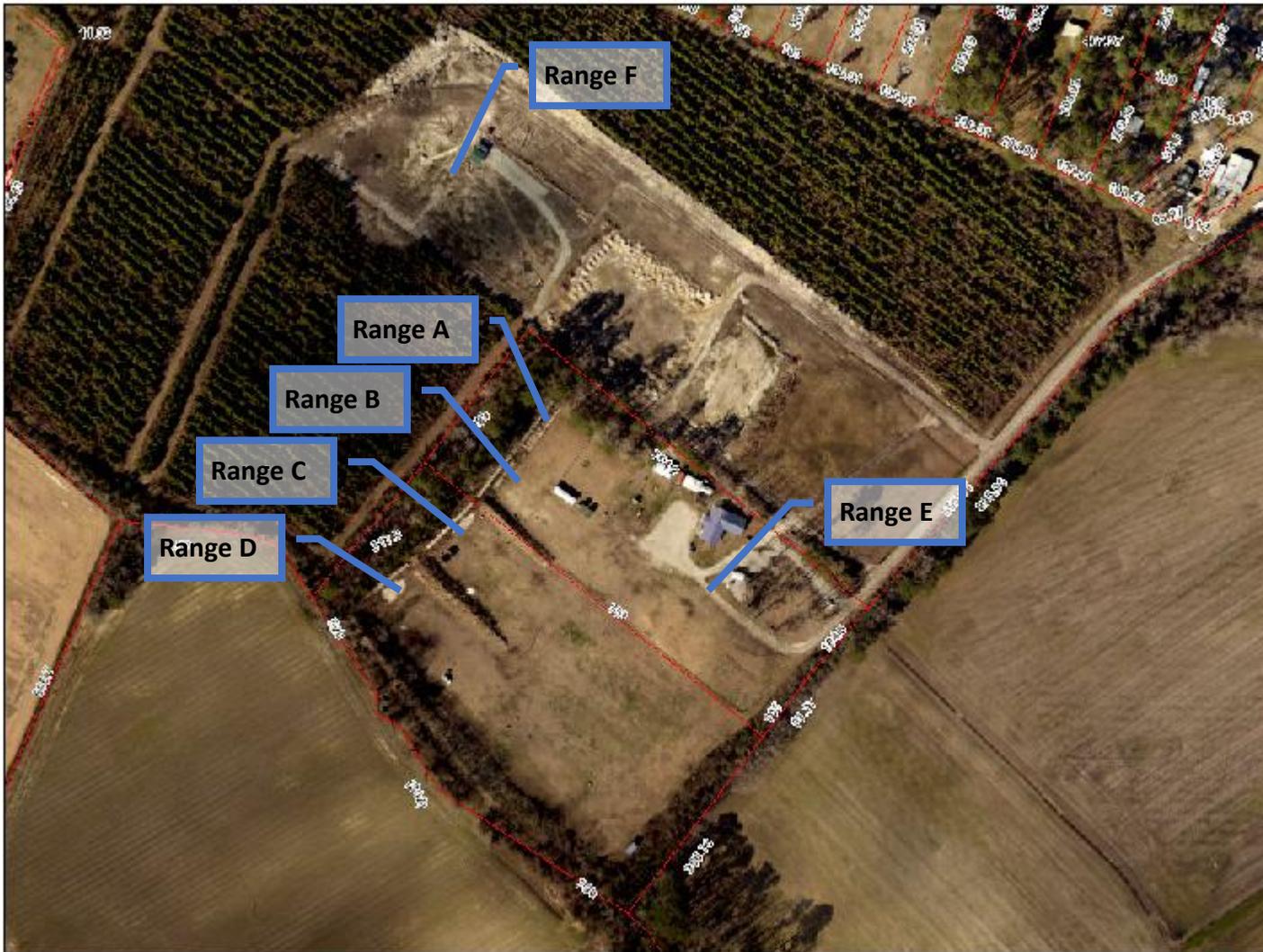
- b. Silhouette



- c. Popper



### Appendix 'B'



**Craven County GIS CCLEOA**

Craven County does NOT warrant the information shown on this map and should be used ONLY for tax assessment purposes. Printed on July 6, 2021 at 10:10:04 AM

1 inch = 224'