**SRR&PC Range Safety Officer (RSO) Program Description**

**Revision 1, 1/25/2022**

**REQUIREMENT**

Standard Operating Procedure (SOP) CHAPTER VII. Range Officer Responsibilities

*The Savannah River Rifle and Pistol Club utilizes two types of range officers.*

*1. Range Safety Officers (RSO) are appointed by the Executive Committee and are Certified as Range Safety Officers by the National Rifle Association or hold equivalent ratings issued by a recognized organization such as a law enforcement agency or the military. RSO's may serve as Range Officers, but normally will observe and guide Range Officers.*

*2. Range Officers (RO) are Club members in good standing who are chosen by their fellow shooters to serve as RO when multiple shooters are using a firing line.*

**Objective:** Provide a culture of safe behavior and practices at the outdoor range through education, mentoring, and coaching of membership ROs and shooters while supporting enforcement of the Standard Operating Procedure (SOP).

**IMPLEMENTATION**

* **RSO Program Management:** The Executive Committee (EC) will designate one of the club officers (ECD) to oversee the RSO program on their behalf. The EC or ECD will appoint a Chief Range Safety officer (CRSO) to manage the RSO Program. The CRSO will solicit club member participation in the RSO program and identify qualified members to perform duties as RSOs. The CRSO will vet prospective candidates and make recommendations for RSO candidate approval to the EC or ECD. Once approved the member(s) will be recognized as active RSO(s) and be authorized to perform duties as detailed below. The CRSO will be the primary point of contact for the RSOs and will coordinate scheduling, training, and communication.
* **RSO Yearly Service Incentive:** Club members are encouraged to participate in the RSO program and are provided incentive for volunteering their service as RSOs. RSO service includes range session duties (*detailed below*), RSOs will receive credit toward yearly club membership dues at the following rate. One range session each month for a nominal 2 Hr period. Participating in orientations and performing range maintenance earns additional credit. Maximum credit is 100% of membership dues for each year.
* **RSO One time Training Incentive:** Members are encouraged to complete a NRA RSO certification training course. The club will reimburse members that complete the course and provide 6 months service as a RSO. This reimbursement will be in addition to the yearly dues credit described above.
* **RSO Range Session Duties:**
	+ Detailed range inspection (evidence of rule violations and maintenance needs)
	+ Review of Range logs and waiver forms (file completed forms in Conex container)
	+ Observing ROs and other members on the range, providing coaching and guidance as necessary
	+ Identifying safety hazards and placing equipment out of service as needed.
	+ Contacting the Executive Officer, Chief Range Safety Officer or other members of the Executive Committee as necessary to resolve immediate safety issues
	+ Completing RSO range reports and filing them in the Conex container
	+ Performing minor range maintenance and repairs as directed by the CRSO
	+ Participating in new member orientation
* **New Member Orientation**: The CRSO is responsible for new member orientation materials development and revision as necessary. The CRSO is also responsible for scheduling and facilitation of orientation training. New member orientations should include at a minimum, one EC officer, CRSO or designee, and as many active RSOs that are available to assist. Incumbent club members that joined the club prior to the initiation of the RSO program description 5/25/2021 are encouraged to attend the new member orientation training sessions.

**RSO PROGRAM REPORTING (CRSO)**

* **Data Collection and Analysis:**
	+ Identify data to be collected from RSO range reports
	+ Develop graphs and metrics
	+ Update graphs and metrics monthly
* **Reporting**
	+ Develop standard reports
	+ Forward reports to RSOs monthly
	+ Present reports at monthly Executive Committee meetings
	+ Communicate to membership as necessary

**PROGRAM IMPROVEMENT**

* **Revise as Necessary: R**evise as necessary based on program performance, feedback and suggestions from RSOs or other members