

Update Mar 15, 2011

Property Use Policy, Range Rules and Member Etiquette Guidelines

The Victoria Fish and Game Protective Association



Malahat Outdoor Sports Facility

Property Use Policy, Range Protocol and Member Etiquette Guidelines

700 Holker Place, Malahat, BC

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The Victoria Fish and Game Protective Association operates one of the most heavily used firearm ranges in British Columbia. The primary purpose of the range is to promote marksmanship among our members. Shooters of diverse backgrounds must shoot safely together, sometimes without benefit of a Range Officer. As you have been given the privilege of using our ranges, it is your duty to **know, understand and practice the Malahat Outdoor Sports Facility rules, policies and guidelines.**

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The General and Specific Range Rules contained in this document are for the purpose of general shooting at the property when no sanctioned event is taking place. If an official competition or match is held on any range and that Range is closed to general use, the official match rules apply and the Match Director assumes the responsibility of Range Safety Officer.

Note: The abbreviation VFGPA means Victoria Fish and Game Protective Association.

These rules, policies and guidelines supersede all previous versions and were approved by the VFGPA Executive in March 2011.

PROPERTY USE POLICY

During general range use everyone, without exception, MUST sign in and sign out at the Sign-In Shelter located near the property entrance when visiting the VFGPA Malahat Outdoor Centre.

During all special events everyone MUST sign-in at the Sign-In Shelter OR register at the event headquarters.

When on the property you must have your membership card or day pass on you at all times.

The Victoria Fish and Game Protective Association has general range rules as well as rules specific to the Individual ranges and other sections of the property. Members and non-members on the property must adhere to those rules.

Member access to the property:

Upon arrival at the property when signing in, you must write clearly the date, your membership card number, your surname and initial, the range that you will be visiting, and the time of your arrival.

When leaving the property you must sign out by entering the time of your departure.

Non-member access to the property:

Non-members may use the property provided they purchase a Day-Pass. Day-Passes MUST BE purchased upon arrival at the Sign-In Shelter. This Non-member DayPass gives you access to the Rifle/Pistol Range, Shotgun Range, Archery Range, and Campground only; it does NOT give the pass holder access to the Multi-Purpose range.

CAMPING POLICY

1. Camping at the VFGPA Malahat Outdoor Facilities is a privilege extended to membership of the club and their guests.
2. There is NO ADDITIONAL CHARGE for club members to camp but their non-member guests MUST each pay a \$10.00 per day Campground fee. Children under 14 are free. Our facilities incorporate active shooting ranges, so children must be under supervision at all times.
3. Camping is ONLY permitted in the designated camping areas.
4. Camping on the property is not permitted for more than 7 consecutive days.
5. Water is at a premium so please use it sparingly.
6. Campfires are only permitted in the fire rings provided at each campsite. Do NOT move the fire rings.
7. During extreme dry periods there may well be NO fires permitted. Please check with the Caretaker before lighting a fire in the mid-summer. The property does get posted with fire restrictions as deemed necessary.
8. The club provides firewood for campfires; DO NOT cut wood from the surrounding bush for your campfire or use chainsaws. Store only the amount of firewood needed for the day.
9. Fires must be attended at all times and COMPLETELY extinguished when departing the property or retiring for the night. Please keep a suitable container of water or a fire extinguisher available.
10. Campsites must be cleaned up, fires must be completely extinguished and all garbage must be removed when leaving the property.

Special Event Camping (Non-members):

1. Camping is ONLY free for non-members for the evening prior to a special event and the days and nights during the special event UNLESS arrangements have been made with the event organizer due to circumstances. Regular camping fees apply before and after an event.
2. Complimentary special event camping is for the specific event only and does NOT include use of any additional facilities; a Day Pass (\$20.00) must be purchased to use additional facilities.
3. Each person MUST SIGN IN upon arrival and MUST SIGN OUT at the sign-in shelter upon departure from the property to meet our strict range insurance policies.
4. When on the property each person must abide by the VFGPA Property use policies, range rules and member etiquette.
5. Campsites must be cleaned up, fires must be completely extinguished, and all garbage must be removed and placed in the garbage bins before when leaving the property.
7. There is no RV hook up available and the club does NOT provide electricity.

Please Note: If you violate these rules you will be asked to leave the property.

FISHING POLICY

1. Only single barbless hooks are permitted
2. Earth worms and artificial scented bait (i.e. Berkley Power Bait) may be used but other kinds of live bait are not permitted.
3. 'Catch and Release' fishing is encouraged. Please delicately handle any fish caught in order to release it back into the pond. If efforts to release your fish in good condition are not successful, you may retain one trout for your use. 'Catch and Keep' is limited to one fish per day.
4. Any person wishing to take a fish off VFGPA property must have a valid Provincial Freshwater (non-tidal) Fishing License. Persons under 16 years of age and who are B.C. residents do not require a license.
5. When cleaning fish do not throw the entrails in the pond.

Please Note: Frog Hollow Pond and the good trout fishing are a benefit for all of the VFGPA members; therefore please be conservative when fishing.

MEMBER ETIQUETTE

1. People come to the property for fun, relaxation and enjoyment; lets all make a commitment to keep it that way.
2. When using the facilities be courteous and respectful to others.
3. If you witness an infraction or an unsafe act please report it to the caretaker or range officer immediately.
4. Accidents MUST be reported to the Caretaker.
5. When you have finished using the facilities clean up after yourself.
6. Abuse of the property or the VFGPA equipment is NOT acceptable.
7. Dumping of garbage, which includes construction waste, old computer equipment and old appliances is NOT permitted.
8. Members who would like to donate materials or equipment to the VFGPA MUST first get approval from the Caretaker or the inventory control person on the Board of Directors before bringing it on the property.
9. Members are not permitted to remove materials or equipment from the property without receiving the prior approval of the caretaker or the inventory control person on the Board of Directors.
10. If you are unsure of the policies, rules or protocols at the VFGPA ask the Caretaker or an executive member for clarification.

GENERAL RANGE RULES

These are the standard protocols of range use. Sanctioned events may have variations.

Safety Is YOUR Responsibility!

- Rule # 1 - When using any range the red flag on the flag pole at the entrance of that range must be up when the range is in use. The first shooter must put the flag up when arriving at the range before shooting commences, and the last shooter must take the flag down when shooting is finished.
- Rule # 2- Firearms MUST be carried completely unloaded, actions open and muzzle pointing in a safe direction, (i.e. rifles pointing up, pistols pointing up unless holstered and shotguns pointing in a safe direction).
- Rule # 3 - All uncased firearms when not in use MUST be unloaded with actions open. Long guns must be placed barrel pointing up in the racks.
- Rule # 4 - Shooting is only permitted from the designated firing line.
- Rule # 5 - Keep the muzzle pointed in a safe direction at all times. Muzzle direction of a firearm (loaded or unloaded) MUST NOT Break 45 degrees from downrange. Handgunners who are 'Holster Trained' may use accepted safe procedures for loading, unloading, holstering and unholstering.
- Rule # 6 - No handling of firearms during a cease-fire.
- Rule # 7 - ONLY paper targets or approved steel gongs may be used on the ranges.
- Rule # 8 - You MUST NOT shoot at target frames or range equipment.
- Rule # 9 - Prohibited, tracer or armor piercing ammunition is NOT permitted on any ranges.
- Rule # 10 - No cross firing on other targets.
- Rule # 11 - Children must be under adult supervision at all times.
- Rule # 12 - All shooters are required to clean their shooting stations when they have finished.
- Rule # 13 - The consumption of alcohol is NOT permitted on an active range.
- Rule # 14 - The use of illegal drugs is NOT permitted on the property.
- Rule # 15 - Any person who appears to be 'under the influence' is prohibited from shooting.
- Rule # 16 - While shooting or attending an active range it is mandatory to wear hearing and eye protection.
- Rule # 17 – You must supply your own targets, target backers, staples & stapler, etc. The Caretaker has a supply of paper targets (small cost involved) which may be used on the various ranges.

KNOW the 'Range Safety Flag System';

RED FLAG

Range is in use (HOT); Red Flag is VISIBLE mounted in holder
It is safe to fire at targets down range

GREEN FLAG

Range is CLOSED; Guns are unloaded, actions open and/or placed in the racks
It is safe to move forward of the firing line to change Targets on the range.

When finished shooting, please clean-up both your shooting station, AND the targets and debris from your targets at the target distance at which you were shooting. Please leave the range cleaner than you found it.

Acting Range Officer

The first VFGPA member to arrive at the range will assume the responsibility of Acting Range Officer or if mutually agreed the most experienced shooter who is a member may assume that task. The position of Acting Range Officer is to monitor safety procedures and ceasefires.

RULES SPECIFIC TO THE RIFLE/PISTOL RANGE

Please note: These rules are in addition to the General Range Rules. Sanctioned events may have variations.

1. This range is approved for calibers up to BUT NOT INCLUDING 50 BMG. (IE. 338 Lapua template). The maximum allowable shooting distance is 250 yards.
2. The firing line is defined as the front of the concrete slab. USE THE WOODEN SHOOTING TABLES. DO NOT USE THE CONCRETE GEAR TABLES FOR SHOOTING. If a VFGPA Range officer is present, alternate procedures may be used under their direction and control.
3. The 'Range Safety Flag System' procedure MUST be followed during all range use:
4. Rapid fire and uncontrolled fire is NOT permitted on this range. This means no more than three controlled shots per second; all shots must be directed at a target, and all fire must be sighted (ie. No 'hip shooting' or similar)
5. All personal metal targets must be pre-approved by the Caretaker or Range Safety Officer (if present) prior to use on this range.
6. Approved metal targets MUST be a minimum of 25 yards (21 meters) for rifle shooting and 11 yards (10 meters) for pistol shooting from the designated firing line. Lead ammo only for metal targets which are closer than 100 yards.
7. The Caretaker has a supply of paper targets (small cost involved) which may be used on this range.

Cease Fire Procedure

Ceasefires are called to allow shooters to venture safely downrange to set up and change their targets. The timing of each ceasefire should be mutually decided between the shooters present. If the range is busy the 20/10-ceasefire system is preferred (20 minutes of shooting followed by 10 minutes of ceasefire, then 20 minutes of shooting, followed by 10 minutes of ceasefire, etc.)

When a cease-fire is called ALL shooters will carry out the following actions:

- a. All firearms will be completely unloaded, all ammo and magazines removed, actions open. Long guns may be placed in the racks and handguns may be holstered,
- b. The handling of firearms is prohibited during a cease-fire,
- c. The Range Safety Flag System:

RED FLAG:

Range is in use (HOT);

Red Flag is VISIBLE mounted in holder

It is safe to fire at targets down range

GREEN FLAG:

Range is CLOSED; Guns are unloaded, actions open and/or placed in the racks

It is safe to move forward of the firing line to change Targets on the range.

- d. ONLY when a cease-fire is called, all firearms are safe and the Range Safety Flag System has been changed to GREEN, can shooters move forward of the designated firing line,
- e. When moving forward, shooters MUST turn on the light switch that corresponds to their shooting station. Each station has two positions; an 'A' table and a 'B' table. If both tables at a station are being used, a 'Buddy System' of ensuring that your table partner has safely returned from the field MUST BE USED. On returning from being forward of the firing line shooters MUST ensure they turn off ONLY their light; and
- f. The acting Range Officer will be the last person to turn off the cease-fire warning light, exchange the range safety flags and will ONLY do so having ensured that all required procedures have been followed.

When finished shooting, please clean-up both your shooting station, AND the targets and debris from your targets at the target distance at which you were shooting. Please leave the range cleaner than you found it.

RULES SPECIFIC TO THE SHOTGUN RANGE

Please Note: These rules are in addition to the General Range Rules. Sanctioned events may have variations.

1. No discharge of firearms other than shotguns on the Shotgun Range (Except as part of a special VFGPA sanctioned event). This means NO rifles, pistols or cannons of any caliber or style.
2. Firearms are NOT permitted in the clubhouse. (Unloaded Handguns may be holstered at a sanctioned event).
3. No spectators forward of the designated firing line.
4. No shot larger than No. 7 1/2 shall be used.
5. No gun shall be loaded until the shooter is on a shooting station.
6. Any loaded gun MUST BE pointed in a safe direction.
7. The loading of more than two shells in a gun is not allowed at any time.
8. No "backing-up" shall be allowed while shooting Skeet.
9. Following the use of trap or skeet facilities other than at a VFGPA sanctioned event each shooter is required to clean up any spent shotgun hulls and all litter.
10. Please ensure that broken clay target debris does not litter the shooting stands or the trap machine bunkers, it must be cleaned up.

RULES SPECIFIC TO THE MULTI-PURPOSE RANGE

Please Note: These rules are in addition to the General Range Rules. Sanctioned events may have variations. This range is for use by Members and their guests (members must be present with guest). This range has key-access only, and should be locked upon entering and leaving the range. Keys are available (for a deposit of \$25) from a member of the Board, or the Caretaker. Upon reaching the shooting area, it is required to sign-in again at this range.

1. The firing line is just inside the front edge of the berms. All shooting must be from this line, towards the rear (backstop). All bullets must be directed to the sand backstop.
2. No shooting into the side berms; the berms are designed for Safety, NOT as a bullet backstop.
3. This is a pistol, shotgun, Black Powder, and small caliber rifle range. I.E. pistol caliber, 22 rimfire, & small caliber/low velocity rifles ONLY. NO large caliber or high velocity rifles. (ie. Standard 7.62 SKS rounds, or 223 are the top end of accepted rounds for this range. This range allows use of calibers up to and including the 223 Remington template. Templates are posted on the range bulletin board.
4. All targets are to be paper or cardboard.
5. All personal metal targets must be pre-approved by the Caretaker or Range Safety Officer (if present) prior to use on this range.
6. When moving forward to check targets, handguns may be safely holstered if you have been 'Holster Trained', otherwise all handguns and long-guns must be placed on your shooting table, pointed downrange, unloaded with actions open.
7. Leave the range clean.
8. The Caretaker has a supply of paper targets (small cost involved) which may be used on this range.

When finished shooting, please clean-up both your shooting station, AND the targets and debris from your targets at the target distance at which you were shooting. Please leave the range cleaner than you found it.

RULES SPECIFIC TO THE ARCHERY RANGE

Please Note: These rules are in addition to the General Range Rules. Sanctioned events may have variations.

1. Crossbows shall be carried uncocked. Load only when you have reached the shooting point.
2. Field Points ONLY may be used to shoot the bags or the large blue field butts. (arrows must be able to be removed without damaging the bag or butt.)
3. Broadheads are to be used in the sand pit ONLY.
4. NO Cross-firing. Always aim at the proper target.
5. Do NOT shoot arrows high into the air; the landing point is unpredictable.
6. Do NOT walk in the reverse direction on the 3D Trail; this may result in unsafe directions of fire.
7. Always KNOW that your arrow will land in a safe area if you miss the target.
8. When looking for lost arrows behind a target, ALWAYS leave a No-Shoot marker or ask someone to act as a sentry in front of the target, so other archers know not to shoot.
9. Leave the range clean.

-In order to fully enjoy the archery Range and adjoining trail, please familiarize yourself with the basic layout, shooting positions and the target position attached to it.

-The trail is marked by 2" solid yellow ribbon. If the trail is blocked by a ribbon tied across the path, then the TRAIL IS CLOSED!! DO NOT CROSS PAST THE RIBBON!! It could be in the line of fire of a target from a forward position.

-Found arrows are to be put in the box at the back door of the Archery Clubhouse; check there if you have lost one.

-ALWAYS be aware that the Rifle/Pistol range is to the east of the trail, and that to the west of the trail is the lower access road; All archery activity must be arranged so that NO ARROWS can pose a danger to these areas.

-When finished shooting, please clean-up both your shooting station, AND the targets and debris from your targets at the target distance at which you were shooting. Please leave the range cleaner than you found it.

VIOLATION OF THE VFGPA PROPERTY USE POLICY OR RANGE RULES

The Victoria Fish and Game Protective Association wishes to maintain a safe environment for all its members and non-members at the Malahat Outdoor Sports Facility. Having the obligation to operate the organization under strict insurance criteria, it is deemed unacceptable to break the rules. If you see someone not following our safety rules, please introduce yourself and give them a gentle reminder of the correct safety procedures to be followed. You will find a laminated copy of our Range Rules hanging on the bulletin board of each range. Most people will be happy to be informed of the correct procedure to follow. If you encounter resistance, do not press the matter; report the incident to the Caretaker or Range Officer immediately.

Please Take Note:

The Caretaker and the Range Officer may demand violators leave the property immediately. The Executive has the right to remove membership privileges or suspend membership and The Executive also has the right to ban violators from future access to the property. Serious violations will be dealt with severely. Ignorance of the rules is not an excuse. If accused of violating any the VFGPA rules, members and non-members have the right to a hearing at the next official Board of Directors Meeting.