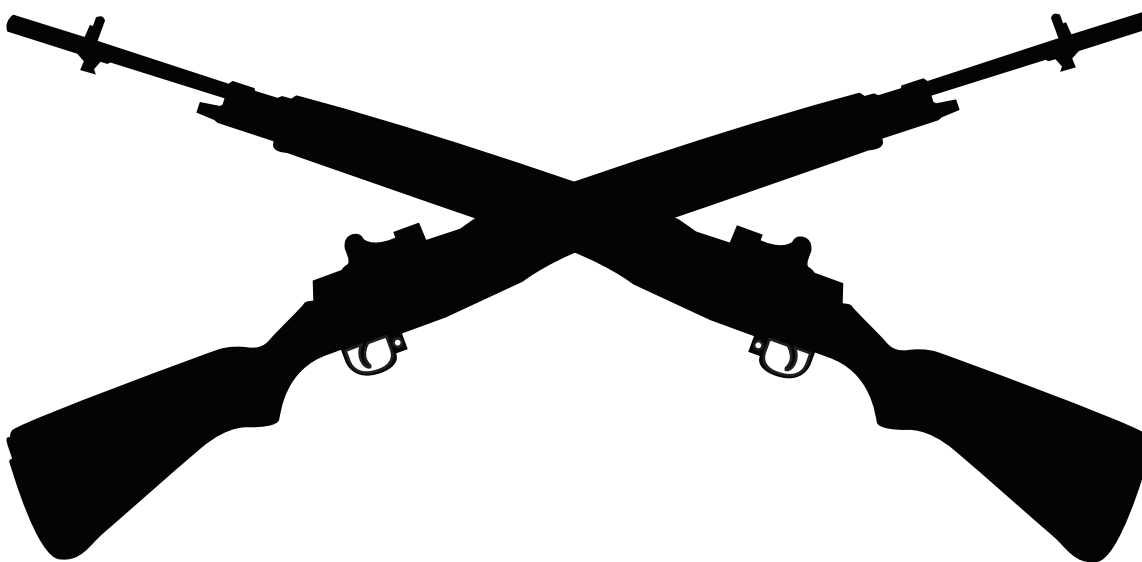


**McHenry County MCL Det. #1009
Monthly Range Shoot**

1 0 0 9



Operations Manual v1.2

Note: This document was designed to print double-sided (duplex)

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Congratulations!

So you've been tasked with running the Detachment's monthly shoots. Ever wonder what it takes to run one?

Conducting a Detachment shoot involves multiple areas:

- safety brief for new shooters
- cash management
- range operations
- record keeping
- reporting

By following this guide, the novice Range Officer will be successful in running a the Detachment shoots. It is this author's hope that the shooting tradition continues within the Detachment.

Location information:

On Target Range & Tactical Center
560 Beechcraft Lane
Crystal Lake, IL 60012

Weeknight close of business is 20:00, but plan to shut down operations no later than 19:45.

Bathrooms are on the 2nd floor. Note that weapons and ammo are not allowed in that space.

Meeting Participants:

Set up a receiving area by the couches near the stairs; this way, you're not interfering with retail operations. Plan to be there by 17:30.

Identify new shooters to assess their familiarity with the course of fire at hand.

For example, refer to the explanation of the course of fire on the other side of the MCL pistol scoresheet.

The local version of the scoresheet also

has some important safety information which newcomers need to know. Be sure to go over them.

Also, use this time to hand out any other course of fire information or scoresheets. If you are using pasters to repair targets, hand out the appropriate amount.

Note: we use pasters to extend the life of the targets to reduce operating costs. When using the MCL pistol course of fire, you will need about 50 pasters if using 2 targets.

Fee Collection:

By around 1745-1750 you should be collecting the program fees from all participants. When you are ready to pay, go to the middle cash register (the only one not immediately adjacent to either the rifle or pistol range).

We presently charge \$20 per participant.

On Target's cut is \$15 per user. The \$5 difference goes to the Detachment.

Latecomers pay the range \$15, and give \$5 to the one running the shoot.

Deposit all funds the following day at your local 5/3 branch. Be sure to refer to notify the Paymaster via email. Refer to the section "24 Hours After Event"

Entering the Range:

Starting at 18:00 gather your crew and head over to the assigned space.

All participants are to have eye and ear protection before entering the air lock. Only one door can be open at any time. This is important to maintain the negative pressure and prevent spent propellant gases from escaping the range other than through the filtration system.

Using the Range:

We normally get lanes 1-6 on the pistol side. Sometimes the clerk may make you share the space in the event if you have a small group.

Order of operations:

Inspect the lane. Make sure each one has a serviceable target holder with four clips: two along the top and two on the bottom, which actually hold the targets. If there is anything missing, see the clerk outside the range. Also notify them of any malfunctions with the target holder system.

Direct shooters to an available lane. If you have more than six shooters, have them go in two squads.

Issue targets. For the MCL pistol course of fire, issue the NRA B-8 25 yard slow fire target. For practice sessions issue two per user. When shooting for record in October, issue seven. (Note: This may be up to revision)

Practice time should last no more than 10 minutes.

Script: CEASE FIRE! CEASE FIRE! PRACTICE TIME HAS ENDED. UNLOAD MAGAZINES, AND OPEN ACTIONS.

At the conclusion of the practice session, the shooter should repair the target with pasters in preparation of the actual shoot.

Slow Fire String:

Script: SHOOTERS, YOU'VE ENTERED YOUR PREP TIME FOR THE SLOW FIRE STRING. PREPARE ONE OR TWO MAGAZINES TOTALLING TEN ROUNDS. YOU WILL HAVE 10 MINUTES TO COMPLETE THIS STRING. WHEN YOU ARE READY, SEND YOUR TARGET DOWNRANGE TO THE 25 YARD MARK.

Shooters should fix targets and prep their magazines but not load their pistols.

Script: SHOOTERS, YOUR PREP TIME HAS ENDED. WITH A MAGAZINE OF TEN ROUNDS OR A COMBINATION THEREOF, LOAD AND MAKE READY.

Shooters load.

Script: READY ON THE RIGHT?
READY ON THE LEFT?

Wait for acknowledgement.

Script: THE LINE IS READY...SHOOTERS...
FIRE!

Begin recording time for 10 minutes. If all shooters are done or time expires, call a cease fire.

Script: CEASE FIRE! CEASE FIRE! UNLOAD MAGAZINES, AND OPEN ACTIONS. PULL YOUR TARGETS AND SCORE 'EM.

Shooters bring the targets back and check them using the supplied score sheet.

Note: Alibi rounds are permitted for timed and rapid fire strings, but shooters are allowed only one alibi per stage.

Timed Fire String:

Script: SHOOTERS, YOU'VE ENTERED YOUR PREP TIME FOR THE TIMED FIRE STRING. PREPARE TWO MAGAZINES WITH FIVE ROUNDS IN EACH. YOU WILL HAVE 20 SECONDS TO FIRE FIVE ROUNDS. WHEN YOU ARE READY, SEND YOUR TARGET DOWNRANGE TO THE 25 YARD MARK.

Shooters should fix targets and prep their magazines but not load their pistols.

Script: SHOOTERS, YOUR PREP TIME HAS ENDED. WITH A MAGAZINE OF FIVE ROUNDS, LOAD AND MAKE READY.

Shooters load.

Script: READY ON THE RIGHT? READY ON THE LEFT?

Wait for acknowledgement.

Script: THE LINE IS READY...SHOOTERS... FIRE!

Begin recording time for 20 seconds. If all shooters are done or time expires, call a cease fire.

Script: CEASE FIRE! CEASE FIRE! UNLOAD MAGAZINES, AND OPEN ACTIONS. DO YOU HAVE ANY ALIBIS?

Wait for a response. If yes,

Script: SHOOTERS, STEP AWAY FROM THE FIRING LINE. ALIBI, FIRE AT WILL.

Otherwise

Script: SHOOTERS, WITH A MAGAZINE OF FIVE ROUNDS, LOAD AND MAKE READY.

Shooters load.

Script: READY ON THE RIGHT? READY ON THE LEFT?

Wait for acknowledgement.

Script: THE LINE IS READY...SHOOTERS... FIRE!

Begin recording time for 20 seconds. If all shooters are done or time expires, call a cease fire.

Script: CEASE FIRE! CEASE FIRE! UNLOAD MAGAZINES, AND OPEN ACTIONS. DO YOU HAVE ANY ALIBIS?

Wait for a response. If yes,

Script: SHOOTERS, STEP AWAY FROM THE FIRING LINE. ALIBI, FIRE AT WILL.

Otherwise

Script: PULL YOUR TARGETS AND SCORE 'EM.

Shooters bring the targets back and check them using the supplied score sheet.

Note: Alibi rounds are permitted for timed and rapid fire strings, but shooters are allowed only one alibi per stage.

Rapid Fire String:

Script: SHOOTERS, YOU'VE ENTERED YOUR PREP TIME FOR THE RAPID FIRE STRING. PREPARE TWO MAGAZINES WITH FIVE ROUNDS IN EACH. YOU WILL HAVE 10 SECONDS TO FIRE FIVE ROUNDS. WHEN YOU ARE READY, SEND YOUR TARGET DOWNRANGE TO THE 25 YARD MARK.

Shooters should fix targets and prep their magazines but not load their pistols.

Script: SHOOTERS, YOUR PREP TIME HAS ENDED. WITH A MAGAZINE OF FIVE ROUNDS, LOAD AND MAKE READY.

Shooters load.

Script: READY ON THE RIGHT?
READY ON THE LEFT?

Wait for acknowledgement.

Script: THE LINE IS READY...SHOOTERS...
FIRE!

Begin recording time for 10 seconds. If all shooters are done or time expires, call a cease fire.

Script: CEASE FIRE! CEASE FIRE! UN-
LOAD MAGAZINES, AND OPEN AC-
TIONS. PULL YOUR TARGETS AND
SCORE 'EM.

Wait for a response. If yes,

Script: SHOOTERS, STEP AWAY FROM
THE FIRING LINE. ALIBI, FIRE AT WILL.

Otherwise

Script: SHOOTERS, WITH A MAGAZINE
OF FIVE ROUNDS, LOAD AND MAKE
READY.

Shooters load.

Script: READY ON THE RIGHT?
READY ON THE LEFT?

Wait for acknowledgement.

Script: THE LINE IS READY...SHOOTERS...
FIRE!

Begin recording time for 10 seconds. If all shooters are done or time expires, call a cease fire.

Script: CEASE FIRE! CEASE FIRE! UN-
LOAD MAGAZINES, AND OPEN AC-
TIONS. DO YOU HAVE ANY ALIBIS?

Wait for a response. If yes,

Script: SHOOTERS, STEP AWAY FROM
THE FIRING LINE. ALIBI, FIRE AT WILL.

Otherwise

Script: PULL YOUR TARGETS AND
SCORE 'EM.

Shooters bring the targets back and check them using the supplied score sheet.

This concludes the first stage for the first squad. Repeat for the second squad (if any).

Remember that there is a second stage to run for both squads, which is a repeat of what you just did.

Shutting Down:

Things you need to do or delegate once the firing stops:

- Collect scoresheets.
- Discard old targets.
- Have someone sweep brass past the firing line. Reloaders get fist dibs.

24 Hours After Event:

- Calculate results on a spreadsheet. See example below:

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
1	Date	13-Aug-15																
2	Service Pistol class																	
3	Competitor Name	Affiliation	S	B	T	B	R	B	T1	TB1	S	B	T	B	R	B	T2	TB2
4	Harry Callahan	1009-ASSOC	90	1	66	2	73	1	229	4	92	0	89	2	67	0	248	2
5	Frodo Baggins	1009	64	1	46	0	79	0	189	1	56	0	40	0	56	0	152	0
6	Gandalf the Grey	1009	57	0	65	0	45	0	167	0	50	0	67	1	42	1	159	2
7																		
8	Top 3 Stage 1	Stage 1 Score																
9	Harry Callahan	229	4															
10	Frodo Baggins	189	1															
11	Gandalf the Grey	167	0															
12																		
13	Top 3 Stage 2	Stage 2 Score																
14	Harry Callahan	248	2															
15	Gandalf the Grey	159	2															
16	Frodo Baggins	152	0															
17																		
18	Top 3 Overall	Grand Total																
19	Harry Callahan	477	6															
20	Frodo Baggins	341	1															
21	Gandalf the Grey	326	2															
22																		
23	Open Class																	
24	Competitor Name	Affiliation	S	B	T	B	R	B	T1	TB1	S	B	T	B	R	B	T2	TB2
25	Alvin Seville	1009	89	0	62	0	63	0	214	0	87	1	71	0	83	1	241	2
26	Theodore Seville	USA	47	0	10	0	45	0	102	0	45	0	49	0	17	0	111	0
27																		
28	Top 3 Stage 1	Stage 1 Score																
29	Alvin Seville	214	0															
30	Theodore Seville	102	0															
31																		
32	Top 3 Stage 2	Stage 2 Score																
33	Alvin Seville	241	2															
34	Theodore Seville	111	0															
35																		
36	Top 3 Overall	Grand Total																
37	Alvin Seville	455	2															
38	Theodore Seville	213	0															
39																		

Figure 1: Spreadsheet Scoring Example

24 Hours After Event (Continued)

- Send results to email list, and announce the next shoot. (see example below).

MCL & Friends of,
(Please share with other detachments)

Here are the results of yesterday's shoot. Good job for everyone involved!

<paste spreadsheet results here>

Classifications (from Rifle & Pistol Rules 2014-15)

High Master 570-600

Master Class 500-569

Expert Class 400-499

Sharpshooter Class 300-399

Marksmanship Class 1-299

Our next shoot will be on %Date at 17:30. (event info below)
Right after the shoot we will meet at Suds for a team meeting.

Event info:
%description

ACTION REQUIRED: If you would like to shoot, please read the below info below and email your RSVP to me at (insert email here)

Location: On Target Range & Tactical Center <http://www.ontargetsite.com>
560 Beechcraft Ln
Crystal Lake, IL 60012

Cost: \$20 cash for the range, to be collected by Jeff or a designated person.

Weapon: Consistent with the MCL service pistol requirement.
Ammo: 60 rounds

Times:

- 1730 arrival and range check-in
- 1800-1815 shoot start
- 1945 range clean-up
- 2000 reconvene at Suds tavern for post-shoot beer and meeting (agenda tbd)

Targets and score sheets will be provided. You are responsible for ammo, and eye & ear protection. Also, a weapon, if you have it. Renting from On Target is possible, though a FOID is needed for IL residents.

Here are the "Danger Close" dates for upcoming Detachment shoots.

1. Saturday-Sunday, June 6-7, 2015 – Appleseed event @ McMiller range in Eagle, Wisconsin
2. Saturday, June 13, 2015 – MCL Rifle course of fire / 3-gun event
3. Tuesday, June 30, 2015 – MCL Pistol course of fire
4. Thursday, June 9, 2015 – MCL Pistol course of fire

Regards,

Figure 2. Correspondence Template

24 Hours After Event (continued)

- Deposit proceeds at your local 5/3 Bank branch. Notify paymaster@mchenrycountymcl.com of transaction (see example below).

24-48 Hours After Event

- Inventory targets and pasters. Order necessary supplies and prepare an expense form to be sent to the Paymaster.

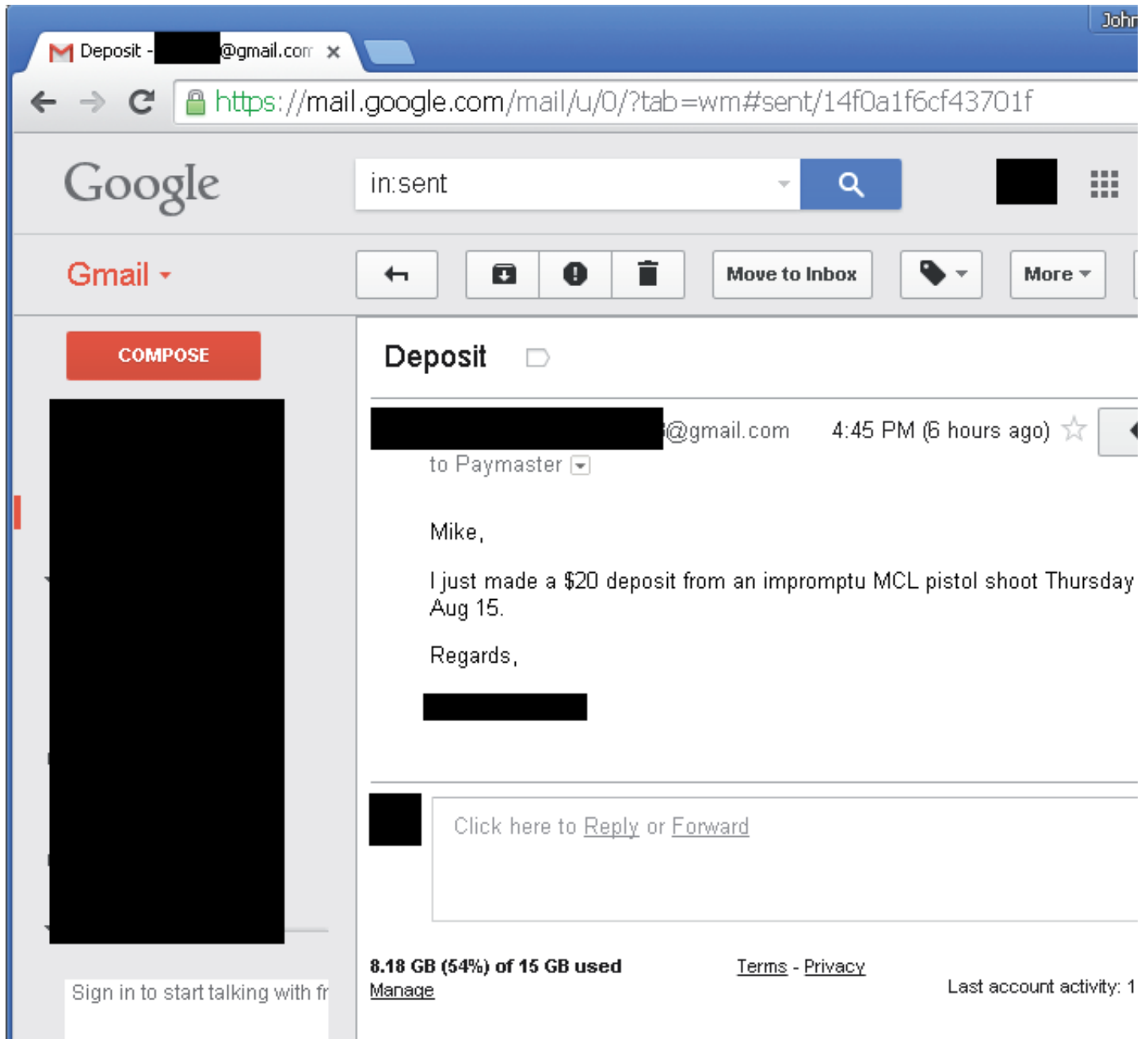


Figure 3. Sample Correspondence to Paymaster

Prior to the MCL Detachment meeting

- Prepare the After Action Reports (AAR).
- Create report for membership. This report may serve as the basis for the Detachment newsletter.

Appendix A: Example of a filled scoresheet

Service: M9, M1911, or .38 cal. revolver
 Open: Everything else. Restriction only on caliber

Pistol Class (Choose One)	SERVICE	X
	OPEN	

MARINE CORPS LEAGUE NATIONAL POSTAL PISTOL MATCH
 (ONE SCORE SHEET MUST BE MADE OUT FOR EACH COMPETITOR PER MATCH, DESIGNATING SERVICE OR OPEN)

NAME I.M. Pistolero **E-MAIL ADDRESS** impistolero@youremail.com

ADDRESS 1234 Maple Street **CITY** Anytown **STATE** IL

ZIP CODE 60010 **DET./UNIT** 1009 **PHONE** 815-555-1212 **DATE** 09OCT15

Note: For each round that impacts the target, start from the outer edge and work your way towards the bull

ROUND 1

ROUND	1	2	3	4	5	6	7	8	9	10	X'S	SCORE
SLOW	9	9	9	9	9	10	10	10	10	10	3	95
TIMED	6	7	7	8	8	8	9	9	9	10	0	81
RAPID	5	6	6	7	8	8	8	9	9	9	0	75

X'S ROUND 1 3 **SCORE ROUND 1** 251

SCORER JDS **COMPETITOR'S INITIAL** IMP

ROUND 2

ROUND	1	2	3	4	5	6	7	8	9	10	X'S	SCORE
SLOW	8	9	9	9	9	10	10	10	10	10	2	94
TIMED	6	7	7	8	8	8	9	9	9	10	0	81
RAPID	5	6	7	7	8	8	8	9	9	10	0	77

X'S ROUND 1 2 **SCORE ROUND 2** 252

SCORER JDS **COMPETITOR'S INITIAL** IMP

503!

X'S ROUND 1 3 **SCORE ROUND 1** 251

X'S ROUND 2 2 **SCORE ROUND 2** 252

I CERTIFY THE ABOVE SCORES TO BE CORRECT.

COMMANDANT/UNIT COMMANDER I. M. Commandant / I.M Commandant

PRINT **SIGN**

Appendix B: Emergency Plan

In the event of a serious injury

- Immediately call a cease fire
- Shooters unload show clear and step away from firing line
- Seperate weapon from injured person (unload and action open)
- Quarantine said weapon, in the event there is a police inquiry
- If trained, render first aid
- Have someone report the accident to counter personnel
- Fill out an accident report (refer to Appendix C)
- Call 911 (use the following script)

“This is <state your name>. Please send EMS to the following address, 560 Beechcraft Lane, Crystal Lake, Illinois. There has been a training accident.”

State the nature of the emergency.

- If there are sufficient personnel, have someone stationed by the entrance at Beechcraft Lane to flag down EMS

Note: RSO to ask for permission prior to initiating physical contact with shooter, so as not to aggravate any injuries unknown to the RSO.

Strip map of nearest Level II trauma center from range



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Appendix C

Date of Incident: _____ Time of incident: _____

Individual(s) Injured: _____

Individual(s) Contact Information: _____

Description of Injury: _____

EMT/Ambulance Requested: _____

Medical attention sought/Trip to Hospital?: _____

Witnesses and their roles during the event and response steps: _____

Description of how the injury occurred: _____