

# **RANGE RULES MANUAL**



## **EAST ELGIN SPORTSMEN'S ASSOCIATION**

**9586 Springfield Road  
Aylmer Ontario N5H 2R8  
(226) 927-8831**

## Revision Sheet

- October 2017-addition to general safety rules 12. Report misuse of property, added violation reporting forms.
- change to general safety rules 17. all members must sign in at all times and all guests must sign waivers.
  - changes to Range 4: the former 85m range, now the 50m range.
  - changes to Range 6: no shotguns on regular target boards, only on screens

June 2018 -additions to General Safety Rules:

- added PPC to those approved to wear holsters on club property
- range officer compliance.
- consumption of alcohol and drug use are not permitted on club property.

May 2019-addition to General Safety Rules:

- added no human paper targets are to be used on any range.

June 2019 - Additions to Indoor Range Operations :

Points # 11 - 14

-September 2019 - addition to general safety rules :

- No Running with firearms
- No Shooting from the hip
- Firearms must remain boxed or cased until you are either in a shooting house or on the range

July 2020 –addition to Indoor Range Operations:

- No unboxing in the indoor range hall

Addition to General Safety Rules:

- added ID tags must be worn on club property

Addition to Range 6:

- No shooting within 10m(distance markers are present).

## Purpose

Our Range Rules have been formulated to merge three complementary objectives:

- Comply with the CFO (Chief Firearms Office) Shooting Range Approval document.
- Provide a safe environment for the enjoyment of the Shooting Sports
- Contain our Range Maintenance costs

This document has been posted on our website. ([www.eesa.ca](http://www.eesa.ca))

### Basic Firearm Safety

1. Keep firearm safety a top priority at all times. Follow '**ACTS**' and '**PROVE**'

#### 2. ACT

Assume every firearm is loaded.

Control the muzzle direction at all times.

Trigger finger must be kept off the trigger and out of the trigger guard. See that the firearm is unloaded — "**PROVE**" it safe

#### 3. PROVE it safe

Point the firearm in the safest available direction.

Remove all cartridges.

Observe the chamber.

Verify the feeding path

Examine the bore for obstructions

### General Safety Rules

1. Outdoor range usage is **prohibited** from Dusk to Dawn. Dusk to Dawn is defined as from 30 minutes after sunset to 30 minutes before sunrise.
2. Share facilities equally and respectfully with other members.
3. Assure that the area is clear before shooting begins. No shooting if wildlife is present on the range.
4. Raise a RED flag to signify an active range. Raise the GREEN flag to signify a range that is clear.

5. While the Green flag is in use, firearms must be shown clear and either left untouched on the firing line or on the supplied rifle racks.
6. When the GREEN flag is raised, members not going downrange must stay behind the firing line.
7. Report any damage to the property or misuse of the property to a member of the Board of Directors ([bod@eesa.ca](mailto:bod@eesa.ca)) or fill out a Violation Reporting Form located above the desk in the clubhouse.
8. Leave the ranges cleaner and tidier than when you came and dispose of all targets, brass, garbage, etc. before leaving.
9. Only paper targets or the supplied metal gongs shall be used.
10. Explosive targets are **prohibited** on EESA property.
11. No actual photos with defining features or human likenesses are to be used as targets on any EESA range. Silhouette targets are acceptable.
12. No target placement on range floor or on berms.
13. Sign In book is to be used at **all times for all ranges**. Use your member number only, no names, as well as arrival and departure times. ID cards must be worn while on club property.
14. Members must have their guests sign a waiver before entering one of the ranges.
15. Guest must be supervised at ALL times
16. Firearms are only to be loaded when at the shooting stations and pointed down range. (IPSC & IDPA events excepted)
17. Holsters can only be worn if you are IPSC, IDPA, PPC or club certified.
18. While on any EESA range, directions from certified range officers regarding these rules and general safety must be adhered to. Refusal to comply may result in a temporary suspension of privileges and/or future disciplinary action.
19. The consumption of alcohol, use of illegal drugs, cannabis is **not permitted** on club property. Anyone who appears to be under the influence is prohibited from shooting.
20. Firearms must always be pointed in the safest possible direction.
21. Proper ear and eye protection must be worn when a range is active
22. Shooters must engage the target directly in front of them. Cross shooting is not allowed
23. Absolutely no running with firearms and no shooting while moving, unless participating in a BOD approved or sanctioned match.
24. No shooting from the hip.

## **Range 1      Trap Range**

### **Range 1.1            Emergency Instructions**

Call 911 in the event of an Emergency

#### **Reference Range #1**

East Elgin Sportsmen's Association, 9586 Springfield Road

The Trap range can only be used for organized events since Ranges 5, 6 and 9 must be closed when it is in use. These three ranges are in the "shot" fallout zone of shells shot at the clays. Only the automated thrower may be used.

### **Range 1.2            Facilities and Operation**

1. Range #5 (300 metre), Range #6 (45 metre) and Range #9 ( North Archery) must be closed and posted when this range is in use.
2. The Trap range has 5 shooting stations and is equipped with an automated clay thrower. Shooting must be done from within the confines of the shooting stations.
3. The range can only be used for organized events
4. Range in use / Range not in use sign must be set
5. Range flags must be used —
  - i. Green flag — range safe
  - ii. Red flag — Range in active firing mode
6. All clays must be thrown by the automated thrower

### **Range 1.3            Permitted Firearms and Ammunition**

- a. Shotgun use only
- b. Ammunition is birdshot only, no overloads, buckshot or slugs.
- c. Maximum of 12 gauge, 3 1/4 dram and #7 1/2 shot

## **Range 2            Indoor Firearms Range**

### **Range 2.1            Emergency Instructions**

Call 911 in the event of an Emergency

#### **Reference Range #2,**

East Elgin Sportsmen's Association, 9586 Springfield Road

Centre fire rifle usage is limited to "handgun cartridges" A handgun cartridge is a "straight-walled" cartridge; that is the cartridge must not be tapered or "stepped",

Examples of not-permitted include 22 Magnum, 303, 223, 243 and 270

Examples of permitted include .38 Special, .357 Magnum, 44 Special and Magnum, 45. LC, .45 ACP and 9 mm

### **Range 2.2            Facilities and Operation**

1. The indoor range is a 25 Metre range with 10 shooting stations. The target stands are electronically controlled and can be set at variable distances. The stands return to the firing line for target replacement.
2. Main fan/light operating switch must be on prior to shooting or cleaning. This operates the revolving red 'range active' lights on the exterior
3. Shooting of non-shrouded metal reactive targets is prohibited
4. Projectiles must be directed at the bullet trap only, and under no circumstances into ceiling, floor or side walls. Cross-firing at targets is not permitted.
5. Minimum engagement of bullet trap is 10 Metres and the floor and wall is marked.
6. If side emergency access doors are opened, all power is lost to range and must be reset.
7. Clean range with provided equipment only with exhaust fans activated.
8. No food or drinks are to be consumed in the range shooting area or in the spectator viewing area. Care must be taken to properly clean hands prior to consuming food or drink after leaving the range.
9. Members must receive instruction on operation of the air handling equipment prior to using this range.
10. Firearms and Ammunition must be kept apart and in their designated areas indicated by signage.
11. All Handguns are to be carried with muzzle pointing downward.

13. Magazines, speed loaders or moon clips may be loaded at ammo counter or at shooting station. Firearms may only be loaded while at a shooting station.
14. Only 1 Firearm at a shooting station at a time.
15. No unboxing of firearms in the outer viewing area.

## **Range 2.3 Permitted Firearms and Ammunition**

Range is approved for:

1. Handgun
2. Centre Fire Rifle straight-walled cartridges only (handgun cartridge)
3. Rim fire rifle (no 22 Magnum or 17 caliber)
4. Shotgun (pre-approved events only)

## **Range 3 100 Metre Outdoor Range**

### **Range 3.1 Emergency Instructions**

Call 911 in the event of an Emergency

Reference Range #3,

East Elgin Sportsmen's Association, 9586 Springfield Road

### **Range 3.2 Facilities and Operation**

1. The range has 15 shooting stations with target stands at 50 and 100Metres.
2. Target locations are only at 50 Meter interim berm and at 100 Metre berm. No other target locations are approved. All shooting is done from the house, no shooting downrange.
3. Use only approved targets. Paper or gongs only. Approved targets may only be placed on the target stands or at the base the 50 Metre berm and the 100 Metre berm. Under no circumstances are targets to be placed near the berm with less than two feet of berm above the target
4. No shooting into the side berms
5. Range in use / Range not in use sign must be set
6. Range flags must be used —
  - i. Green flag — rangesafe
  - ii. Red flag — Range in active firing mode



### **Range 3.3 Permitted Firearms**

Range is approved for:

- center fire rifle
- rim fire rifle
- blackpowder rifle
- no shotguns unless it is an EESA/CFO approved event
- no handguns
- Handguns can be used on pre-approved events only

**No steel core or tungsten ammunition permitted on steel gongs**

### **Range 4 50 Metre Outdoor Range**

#### **Range 4.1 Emergency Instructions**

Call 911 in the event of an Emergency

Reference Range #4.

East Elgin Sportsmen's Association, 9586 Springfield Road

#### **Range 4.2 Facilities and Operation**

1. The 50 metre range has 12 shooting stations. The range has a "sky baffle" just past the firing line to prevent errant shots in a vertical plane. Under no circumstances shall targets be affixed to this baffle.
2. Firing points:
  - **Handgun and rifle from the building**-target placement 50 metres only.
  - **Handgun and rifle downrange** – minimum engagement from back berm 10 metres.
3. Use only paper targets. No metal reactive targets of any kind unless prior approval by CFO.
4. No shooting into the side berms
5. in use / Range not in use sign must be set Range flags must be used —
  - i Green flag — rangesafe
  - ii Red flag — Range in active firing mode

**NO INTERMEDIATE TARGETS OR INTERMEDIATE TARGET STANDS PERMITTED**

## **Range 4.3 Permitted Firearms**

Range is approved for:

- handgun
- center fire rifle
- rim fire rifle
- blackpowder rifle
- no shotguns unless EESA/CFO special approved event

## **Range 5 300 Metre Outdoor Range**

### **Range 5.1 Emergency Instructions**

Call 911 in the event of an Emergency

Reference Range #5, East Elgin Sportsmen's Association, 9586

Springfield Road

### **Range 5.2 Facilities and Operation**

1. The 300 Metre range has 12 shooting stations with target stands/berms at 100, 200 and 300 Metres. There are 2 steel plates at the 300 Metre distance.
2. The 300 Metre range must be closed whenever the Trap range (Range #1) is open. The Trap Range Master must ensure that the 300 Metre range is closed whenever the Trap Range is in use. The Trap firing zone over shoots the 300 Metre range and poses an injury threat to the down range area of the 300 Metre range.
3. All shooting must be done from the shooting stations, no shooting downrange unless it's an approved event.
4. Use paper targets or supplied gongs only. There is no provision for shooting at interim targets (not placed at berms). All targets must be placed at the appropriate berm and there must be 2 feet of berm above the top of the target. Absolutely no targets on the Baffle
5. No shooting into the side berms
6. Range in use / Range not in use sign must be set
7. Range flags must be used—
  - i. Green flag — rangesafe
  - ii. Red flag — Range in active firing mode

## **Range 5.3 Permitted Firearms**

Range is approved for:

- center fire rifle
- rim fire rifle
- blackpowder rifle.
- shotguns are permitted only if shooting slugs
- handgun usage must be pre-approved by Board of Directors
- **No steel core or tungsten ammo to be used on steel gongs**

## **Range 6                                      25/45 Metre Outdoor Range**

### **Range 6.1                                      Emergency Instructions**

**Call 911** in the event of an Emergency

Reference Range #6,

East Elgin Sportsmen's Association 9586 Springfield Road

### **Range 6.2                                      Facilities and Operation**

1. This range must be closed while Range #1 (Trap range) is active.
2. Handgun shooting is limited **to** no less than 10m and no greater than 25 Metres from back (East) berm due to height of berm.
3. Absolutely no shooting at a greater distance than 45 metres from back berm. Distance markers are provided. No shooting within 10m(distance markers are present).
4. Use paper targets only and they must be placed at the back berm only unless pre-approved for a scheduled competition.
5. No shooting into the side berms
6. Shotgun use only on the screens.
7. Range in use / Range not in use sign must be set
8. Range flags must be used —
  - i. Green flag — range safe
  - ii. Red flag — Range in active firing mode

## **Range 6.3 Permitted Firearms**

Range is approved for:

- handguns
- center fire rifle
- rim fire rifle
- blackpowder
- shotguns

## **Range 7 Archery/Air Rifle Indoor Range**

### **Range 7.1 Emergency Instructions**

Call 911 in the event of an Emergency

Reference Second floor Club house,

East Elgin Sportsmen's Association, 9586 Springfield Road

### **Range 7.2 Facilities and Operation**

1. Absolutely no Firearms are allowed at this range
2. The archery range is located upstairs in the Main clubhouse. It is normally setup with 10 stations.
3. The airgun range is located upstairs in the Main clubhouse. It is normally setup with 10 stations.
4. All projectiles must be directed only at approved targets.
5. Targets must not be engaged at a greater distance than indicated by painted floor markings.
6. No target placement is allowed to block emergency egress from the South end of the building.
7. Range in use / Range not in use sign must be set.
8. First shooting line at North End, 3D stages to a maximum of 31 Metres for all targets
9. Must have mesh or target butt backdrop
10. Crossbows can only be used on approved targets
11. No sky draw allowed.

## **Range 7.3 Permitted Devices**

Archery - Longbows, recurved bows, compound bows and crossbows are all permitted.

-Target tips only (no broadheads or practice blades)

-Targets used must be only approved/supplied targets

-Crossbows to shoot only at 3D targets or approved blocks

Airgun - All airgun types are permitted (limited to 600 FPS or less) -

Ammunition to be pellets only — no BB's

-Shooting allowed only at airgun targets

## **Range 8 South Outdoor Archery Range**

### **Range 8.1 Emergency Instructions**

Call 911 in the event of an Emergency

Reference South Outdoor Archery Range,

East Elgin Sportsmen's Association 9586 Springfield Road

### **Range 8.2 Facilities and Operation**

1. The range has a trail with 3D targets located at various spots along the trail.
2. Entrance can be achieved behind the South trailer storage.
3. Let other people know when you are going to use the 3D archery course. It is isolated and people should know where you intend to be and when you intend to return.
4. Range in use / Range not in use sign must be set
5. Range flags must be used at trailer South end of pond
  - i. Green flag — range safe
  - ii. Red flag — Range in active firing mode

### **Range 8.3 Permitted Archery Devices**

1. This course is approved for all archery applications, target tips only. No broadheads with practice blades
2. There are absolutely no circumstances where firearms can be used on this range.

## **Range 9**                    **South Outdoor Archery Range**▲

### **Range 9.1**                    **Emergency Instructions**

Call 911 in the event of an Emergency

Reference North Outdoor Archery Range,

East Elgin Sportsmen's Association, 9586 Springfield Road

### **Range 9.2**                    **Facilities and Operation**

1. The range has a walking trail with targets set up along it.
2. Entrance to this course is located past the Range 5.
3. This range must be closed while Range #1 (Trap range) is active.
4. Let other people know when you are going to use this archery course. It is isolated and people should know where you intend to be and when you intend to return.
5. Range in use / Range not in use sign must be set
6. Range flags must be used — located at entrance past Range 5
  - i. Green flag — range safe
  - ii. Red flag — Range in active firing mode

### **Range 9.3**                    **Permitted Archery Devices**

1. Range is approved for all archery applications, target tips only.
2. No broadheads with practice blades
3. There are absolutely no circumstances where firearms can be used on this range

## **Ranges #10 - #13      25 Metre Outdoor Ranges**

### **Ranges 10.1-13.1      Emergency Instructions**

Call 911 in the event of an emergency

Reference Ranges #10 - #13

East Elgin Sportsmen's Association 9586 Springfield Rd

### **Facilities and Operation**

1. Ranges 10 - 13 / Absolutely no shooting at any distance greater than 25 metres from the back berm.
2. Handguns / Rimfire Rifles / Shotguns / Minimum target engagement 10 Metres
3. Pistol calibre carbines / Minimum target engagement 20 metres
4. Absolutely no shooting into the side berms without prior B.O.D. approval. IE: Matches, Training courses etc...
5. Range Flags must be used
  - A) Red Flag on pole at entrance to ranges must be raised when any range from #10- #13 is in use. "Range in Use" sign must be displayed also.
  - B) Individual Range flags must be used / Red indicating Range is active / Green indicating range is safe.
6. Absolutely no shooting without a Range Officer present.

### **Permitted Firearms**

- Handguns
- Rimfire rifles
- Pistol Calibre Carbines
- Shotguns - EESA/CFO approved events only

## Shooting Range Approval

## Agrement de champ de tir

Approval is granted to - Agrement accorde a

THE EAST ELGIN SPORTSMEN'S ASSOCIATION

0039

Shooting Range Name - Norn du champ de tir

Approval Number  
Numero d'agrement

9586 Springfield Road, Lot 21, Con 7, Malahide Township, Aylmer, Ontario

Shooting Range Address - Adresse du champ de tir

Issued under the authority of the *Firearms Act*. - Delivre en vertu de la *Loi sur Jes armes a feu*.



2019-10-06

Effective Date (yyyy-mm-dd)  
Date d'entree en vigueur (aaaa-mm-jj)

N. D. (Dwight) Peer  
Chief Firearms Officer, Ontario  
Controleur des armes a feu , Ontario

### Approved Shooting Activities - Activites de tir autorisees

Range #1 16/27 Yard Trap Field

Approval Condition: While this range is in operation, Range #5 and Range #6 must be closed.

Range #2 25 Metre Indoor Handgun/ Rim Fire Rifle/Centre Fire Rifle-Handgun  
Ammunition Only/Shotgun

Approval Includes: IPSC/IDPA/Cowboy Action Shooting/Steel Reactive Targets  
Approval Conditions: All shot must be directed into the backstop ; no shooting into the walls or floor of the range. No shooting positions shall be closer than 10 metres from the backstop. No moving props permitted unless the Chief Firearms Office is notified in writing, 15 days prior to the IPSC competition using moving props.

Range #3 50/100 Yard Outdoor Centre Fire Rifle/Rim Fire Rifle/Shotgun/Black  
Powder Rifle

Range #4 50 Metre Outdoor Handgun/Centre Fire Rifle/Rim Fire Rifle/Black Powder  
Rifle (no steel reactive targets)

Approval Includes: IPSC/IDPA/Cowboy Action Shooting  
Approval Conditions: Handgun discharge 50 metres or less from the 50 metre backstop. No target placement on the range floor. All bullets must impact the backstop at midline or lower without striking the range floor. All targets are to be placed as close to the backstop as practical. No shooting at an angle greater than 45 degrees when measured from a line running between the shooters position and the backstop . No moving props permitted unless the Chief Firearms Office is notified in writing, 15 days prior to the IPSC competition using moving props.

Range #5 100/200/300 Yard Outdoor Centre Fire Rifle/Rim Fire Rifle/Black Powder  
Rifle/Shotgun - Slugs Only

Approval Condition: While Range #1 is in operation , Range #5 must be posted closed.



Shooting Range Name - Norn du champ de tir	Approval Number_ Numero d'agrement
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Range #6 25/45 Metre Outdoor Handgun/Centre Fire Rifle/Rim Fire Rifle/Shotgun/Black Powder Rifle/Black Powder Handgun

Approval Includes: IPSC/IDPA and Cowboy Action Shooting/Shotgun Patterning Board  
Approval Conditions: Handgun is limited to shooting at a distance of 25 Metre ONLY. No target placement on the range floor. All bullets must impact the backstop at midline or lower without striking the range floor. All targets are to be placed as close to the backstop as practical. No shooting at an angle greater than 45 degrees when measured from a line running between the shooters position and the backstop. No moving props permitted unless the Chief Firearms Office is notified in writing, 15 days prior to the IPSC competition using moving props.

Range #10 25 Metre Outdoor Handgun/Rim Fire Rifle/Shotgun/Pistol Carbine Range. Pistol Calibre Carbines - minimum target engagement 20 metres.

Approval Includes: IPSC, IDPA, Cowboy Action and Black Badge Holster.  
Approval Conditions: No target placement on the range floor. All bullets must impact the backstop at midline or lower without striking the range floor. All targets are to be placed as close to the backstop as practical. No shooting at an angle greater than 45 degrees when measured from a line running between the shooters position and the backstop. No moving props permitted unless the Chief Firearms Office is notified in writing, 15 days prior to the IPSC competition using moving props. A Range Officer must be present to use this range.

Range #11 25 Metre Outdoor Handgun/Rim Fire Rifle/Shotgun/Pistol Carbine Range. Pistol Calibre Carbines - minimum target engagement 20 metres.

Approval Includes: IPSC, IDPA, Cowboy Action and Black Badge Holster.  
Approval Conditions: No target placement on the range floor. All bullets must impact the backstop at midline or lower without striking the range floor. All targets are to be placed as close to the backstop as practical. No shooting at an angle greater than 45 degrees when measured from a line running between the shooters position and the backstop. No moving props permitted unless the Chief Firearms Office is notified in writing, 15 days prior to the IPSC competition using moving props. A Range Officer must be present to use this range.

Range #12 25 Metre Outdoor Handgun/Rim Fire Rifle/Shotgun/Pistol Carbine Range. Pistol Calibre Carbines - minimum target engagement 20 metres.

Approval Includes: IPSC, IDPA, Cowboy Action and Black Badge Holster.  
Approval Conditions: No target placement on the range floor. All bullets must impact the backstop at midline or lower without striking the range floor. All targets are to be placed as close to the backstop as practical. No shooting at an angle greater than 45 degrees when measured from a line running between the shooters position and the backstop. No moving props permitted unless the Chief Firearms Office is notified in writing, 15 days prior to the IPSC competition using moving props. A Range Officer must be present to use this range.

Range #13 25 Metre Outdoor Handgun/Rim Fire Rifle/Shotgun/Pistol Carbine Range. Pistol Calibre Carbines - minimum target engagement 20 metres.

Approval Includes: IPSC, IDPA, Cowboy Action and Black Badge Holster.  
Approval Conditions: No target placement on the range floor. All bullets must impact the backstop at midline or lower without striking the range floor. All targets are to be placed as close to the backstop as practical. No shooting at an angle greater than 45 degrees when measured from a line running between the shooters position and the backstop. No moving props permitted unless the Chief Firearms Office is notified in writing, 15 days prior to the IPSC competition using moving props. A Range Officer must be present to use this range.

Shooting Range Name - Norn du champ de tir	Approval Number Numero d'agrement
<b>THE EAST ELGIN SPORTSMEN'S ASSOCIATION</b>	<b>0039</b>

**Requirements/Obligations - Exigences/obligations**

**CONDITIONS**

The Shooting Range shall ensure that the discharge of firearms does not endanger the safety of persons at the shooting range or in the portion of the surrounding area.

The Operator of a shooting range shall ensure:

- »- That every person who indicates an intention to use the shooting range for the first time is informed of the safety rules at that shooting range.
- > That the shooting range shall at all times maintain insurance coverage of at least \$2 million of commercial general liability insurance with coverage on an occurrence basis.

**REPORTS AND RECORDS**

- ./ The operator of an approved shooting range shall report any personal injury occurrence or unsafe discharge on a shooting range that is caused by the discharge of a firearm using the "Shooting Range - Personal Injury/Incident Report" form. The operator of an approved shooting range shall notify the local police immediately and the Chief Firearms Office of Ontario within twenty-four (24) hours of any such occurrence by Fax, at (705)329-5623.
- ./ The range operator who proposes to make a change that affects the matters set out in the documentation submitted shall give advance notice to the Chief Firearms Officer within sufficient time to allow the CFO to evaluate it.
- ./ The range operator shall supply the Chief Firearms Officer with the following documentation:
  - ./ Notification of any change in the range shooting location
  - ./ Notification of any change in the range operator, owner, or employee of the shooting range who handles firearms

**> LIMITATIONS**

All steel targets must be bunkered for regular day to day use and shrouded for competition use.

All steel targets shall be shrouded or clad with a covering constructed of wood and is designed to protect exposed steel hinges, angled or plate steel, bases or other mechanisms used to operate the steel, so as to eliminate random ricochets from bullet strikes to that portion of the target array that is not intended as the striking surface of the target. This is to include bases, supports or stands used in conjunction with the targets.

Handgun approval shall include the discharging of prohibited handguns.

No "Shooting Range" approved pursuant to Section 29 of the Firearms Act shall allow the use of prohibited firearms (Full Automatic).

The range operator shall ensure that the shooting range is continuously maintained as approved by the Chief Firearms Office.

The range will be inspected at the discretion of the Chief Firearms Officer to ensure the range continues to meet public safety requirements and continued compliance with requirements referred to in the Shooting Clubs and Shooting Ranges Regulations.