

3D Archery Course/Static Archery Range Standard Operating Procedures

01 JUNE 15

1. **PURPOSE:** To establish Operating Procedures and policies for the Safety of patrons utilizing the 3D Archery Course or the Static Field Archery range located on range 34 adjacent to the Fort Riley Skeet and Trap center.
2. **SCOPE:** This Standard Operating Procedure (SOP) is applicable for all users of the 3D Archery course and Static Field Archery range.
3. **GENERAL:** The Archery Range is located on Range 34 off of Vinton School Road, adjacent to the Fort Riley Skeet and Trap Center. The Archery Range is made up of two functional areas. One functional area is the 3D Archery Course which is comprised of 40 lanes that accommodate 3D McKenzie/Rinehart animal targets. The other functional area is the Static Field Archery Range which is comprised of 6 known-distance lanes that accommodate large-format stationary field targets. The Archery Range is designed to provide the opportunity for Soldiers and Civilians to familiarize themselves and become proficient with archery equipment. All patrons utilizing the 3D Archery Course or the Static Field Archery Range must have read and understand this SOP. **Patrons must also familiarize themselves with the safety considerations and rules that govern the use of this range. All patrons must sign and comply with the "Users Agreement" before entering or using the 3D Archery Course or the Static Field Archery range.**
 - a. **Safety:** All patrons utilizing this range are Safety officers and can enforce any correction necessary to prevent injury, death, bodily harm or destruction to range property. These corrections are included in but not limited to the range SOP and rules. During arranged or competitive shoots there must be a designated Range Safety Officer on site in order to provide assistance and ensure all safety considerations have been enforced and the range SOP has been adhered to. **A current and signed Fort Riley Form 108 (Risk Management Worksheet) must be present on the range at all times.** A separate Fort Riley Form 108 must be completed and signed in order to support arranged competitions or use of the range by a large quantity of users. The Fort Riley Outdoorsmen Group (FROG) is the point of contact (POC) for the arranged/pre-scheduled use of this range.

***Additional Safety considerations*:** Think Safety before Shooting. Inspect equipment for damage before shooting. Check arrows for cracks, loose vanes, bends, broken knocks, or any condition that may cause arrow to fly erratically or to rupture when released. Check bows for frayed strings, loose pulleys, warped limbs, cracks or other damage that may result in breakage when at full draw. Shoot only those arrows that have been matched to the shooter's draw length and have spines matched to the bow's draw weight. Never dry fire a bow. Never draw a bow that was set up for someone else as draw length and width vary. Check your surroundings before drawing the bow to shoot and always identify your target and backstop. Use proper gear, including armguards, finger tabs, and bow slings when appropriate.

b. **Operations:**

- i. The Fort Riley 3D Archery Course will be available to patrons during specified events at specified times only, which are advertised both at the range and at various on-line resources. The Static Field Archery Range will be open all year long and will be opened from morning until dark during legal shooting hours. **All range patrons must check-in-out using the Fort Riley iSportsman automated system (<http://www.fortriley.isportsman.net>) for recreational use on the installation. The check-in procedure signifies a “users Agreement”** (page 4) and also acknowledges they have read and understood all range rules before utilizing the 3D Archery Course or the Static Field Archery range. All users must comply with the range SOP and the rules contained in the range SOP. **All users are subject to correction from any other range patrons in the event of a safety violation or infraction of the range SOP. Users will be afforded a (1) warning from any other patron of the range whom determines they are conducting an unsafe act or failing to comply with the range SOP. Any users who fail to comply with a warning will be asked to leave the range. All violations will be reported by the user making the correction by reporting to the e-mail address listed here: fortriley@isportsman.net, calling 785-239-8579 or by using the comment card (page 5).**

- ii. The first user of the range on any day will ensure that the Red Range Safety Flag is present and flying before the range is in use or goes “HOT”. The last patron using the range will ensure the Red Range Safety flag is lowered before leaving the range. **Users must be familiar with the “Closed” and “Open” pull policy of the range.** Closed pull refers to shooters clearing to their left and right firing point adjacent to their shooting lanes before they move down range to secure arrows or score targets. Open pull refers to patrons free to move down range as they deem necessary. The Static Field Archery Range is considered a “Closed” pull range. Select lanes on the 3D Archery Course will be designated as “Closed” or “Open” pull. For questions about range policies or operations please contact the FROG @ph. (785) 239-8579.

C. Rules:

1. Think Safety at all times.
2. Any patron of the range must order a cease fire when an unsafe act is observed.
3. All range patrons must check-in-out using the Fort Riley iSportsman automated system (<http://www.fortriley.isportsman.net>). Those in violation may lose privileges or be considered trespassing.
4. No BROADHEAD's of any kind are permitted on the 3D Archery Course or Static Field Archery Range.
5. Shooters on the 3D Archery Course are restricted to shooting at designated targets in their lane only.
6. No alcohol or drugs are permitted on the range.
7. Users must know and adhere to all Range regulations and rules at all times.
8. Shoot only authorized targets from designated firing points.
9. Only long, recurve (traditional), and compound bows may be used on the range.
10. No crossbows are authorized on the 3D Archery Course or Static Field Archery Range.
11. No hunting, killing, or shooting of any wildlife is permitted on the range.
12. All trash and personal belongings is the responsibility of the user and must be removed from range.
13. Bows in an unsafe or poor condition are not permitted on the range.
14. All minors (17 or younger) must be accompanied and under direct supervision of an adult at all times while utilizing the range.
15. Boisterous or disruptive behavior to others is prohibited on the range.
16. Pets are not permitted on the range.
17. The red flag positioned at the check station shall be put in its holder whenever the archery range is occupied and taken down by the last person off of the range.
18. All shooters must be certain of your target and what is beyond.
19. Patrons utilizing the range to support firing from the Climbing pole are not authorized to climb into the designated red zone.
20. All patrons using a climbing or elevated tree stand are required to use all appropriate safety equipment to include harness and tether.
21. All patrons using the range are subject to corrections from other range patrons in the event of an unsafe act or violation of the range SOP.
22. All firer's will ensure they utilize the Free/Opened Pull or Closed Pull directions when necessary on the range.
23. Firer's using the Static Field Archery Range will ensure they are cleared left and right before moving down range to retrieve arrows or score targets. (Closed Pull)
24. No fixed apertures or foot/climbing pegs are authorized on the climbing pole.
25. No POVS are authorized on the range with the exception of evacuating a casualty or by permission from the FROG only.
26. Patrons are not authorized to alter the 3D Archery Course or Static Field Archery Range in any manner.
27. Firer's on the 3D Archery Course are not authorized to go beyond 10 yards past the 3D target to look for lost arrows.
28. Patrons utilizing the 3D Archery Course or Static Archery Range will stay on prescribed course and paths.
29. Patrons must carry a cellular telephone and contact range control of any injuries prior to evacuation @ph (785) 239-4200/4281.
30. Patrons cease use of the 3D Archery Course or Static Archery Range during electrical storms.
31. All patrons will adhere to any commands given by Range Control personnel to vacate the range.
32. Only two patrons at a time are authorized in the shooting tower.
33. Patrons will utilize equipment lines when using the climbing pole or tower to raise or lower equipment.
34. All Patrons requiring bathroom facilities will utilize the porta-johns on the Trap-Skeet range.

d. Emergency Procedures:

Step #1 Take charge and evaluate the situation (minor or major injury?) Designate helpers if necessary.

Step #2 Render Aid or CPR as necessary. Utilize First Aid Kit as necessary located at range information Board.

Step #3 Call for Help: **Call 911**, or if not an immediate emergency Call Range Support **(785) 239-4200/4281** and give dispatcher necessary information.

Step #4 Direct Medical Help to Location and continue to render aid until EMS arrives.

Step #5 Take Notes on the times actions were taken and get statements from witness. Notify authorities if necessary.

- 4. Maintenance:** All Patrons of the range are responsible for the care and maintaining of the 3D Archery Course and Static Field Archery Range. 3D archery targets will be secured in the range container when not secure or during months of no range operations. Mowing and pruning of shrubs, grass and trees will be completed by contractors, volunteers and members of the FROG. Replacement of unserviceable targets will be replaced by the FROG and subject for replacement at the FROG's discretion. **Users of the range are not permitted to make any changes to the range unless approved through the FROG.** Any patron using the range can report unsafe or unsatisfactory conditions to the FROG **by reporting to the e-mail address listed here: fortriley@isportsman.net, calling 785-239-8579, or by utilizing the comment card (page 5).**

Fort Riley Outdoorsmen Group.

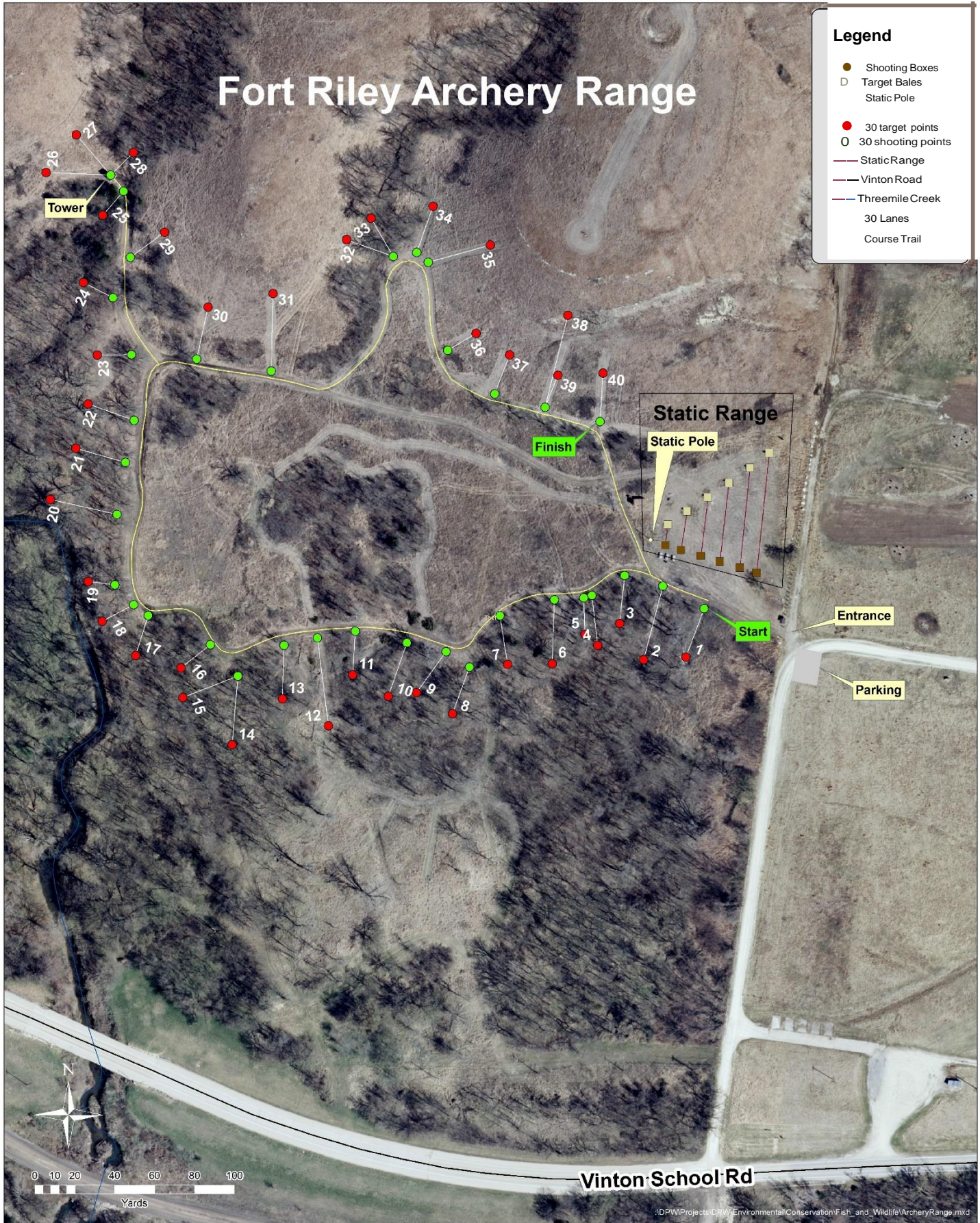
USERS AGREEMENT:

“KNOW ALL MEN BY THESE PRESENTS: In consideration of the privilege afforded me and/or my minor dependents to use the facilities of Fort Riley, Kansas for the purpose of hunting, fishing or archery range use, as applicable, and as a condition precedent to the issuance of a paid permit and/or permission therefore, I do hereby covenant not to sue or otherwise make claim upon, and do hereby release and agree to forever hold harmless the United States Government and the authorized agents and officials of the forenamed military installation, from all claims, demands, actions, debts, liabilities, judgments, costs, attorney fees, and all other expenses resulting from or incident to any loss or injury to myself and/or minor dependents arising from any inherent or otherwise dangerous conditions whether hidden obvious which might exist on, in, under, above, or near any hunting, fishing or archery range area, whether or not such inherent or otherwise dangerous condition is known to said United States Government or officials or agents thereof, and whether or not notice of the existence of any such condition be posted or otherwise make known to the public or users of said facilities; also, for any loss or injury arising from hazards that may exist incident to hunting, fishing, or archery range use in military training areas. The conditions referred to herein include but are not limited to: duds, traps, and mines, barbed wire, falling into shell holes or emplacements or the negligent acts of other hunters, anglers, fuel wood cutters, or archery range users. All minors (17 or younger) must be accompanied and under direct supervision of an adult at all times. Picking up historic or prehistoric artifacts is a crime, and is discouraged. The provisions contained herein shall be binding upon my heirs, executors, administrators, guardians, representatives, and assigns.”

Fort Riley Archery Range

Legend

- Shooting Boxes
- Target Bales
- Static Pole
- 30 target points
- 30 shooting points
- Static Range
- Vinton Road
- Threemile Creek
- 30 Lanes
- Course Trail



Vinton School Rd