



# VICTORIAN RIFLE ASSOCIATION INC

ESTABLISHED 1860

Registration Number A13641H

ABN 37 571 868 151

## Range Officer Training and Accreditation in Victoria

Approved at the VRA Council Meeting 31<sup>st</sup> January 2016

There have been some changes made to the way in which Range Officers are trained and accredited in Victoria as we move the system to better accommodate the needs of our sport in the 21<sup>st</sup> century. As always the emphasis is on safety both in range setup and management as well as shooting procedures.

Range Officers may be accredited at **Club, Prize Meeting or State** level. From 2016 individual Range Officer accreditation status will be printed on VRA membership cards. As in the past the VRA recommends the accreditation of individual Range Officers to the NRAA and the NRAA retains overall control of the process.

- **Club** level Range Officers must be able to control events at a range which involves any shooting at club level on a VRA range. At least one Club or higher level accredited Range Officer must be present and designated as in control of any shooting on a VRA range. If the designated Range Officer wishes to shoot then the duties must be transferred to another (preferably accredited) person for the time they are shooting. Because of this the VRA encourages clubs to have the majority of their members accredited as Range Officers to ensure the safety of shooting at all times. The designated Range Officer should wear a distinctive vest to indicate who they are at all times whilst shooting is in progress.
- **Prize Meeting** level Range Officers must be able to control Prize Meetings of up to 200 shooters. They need to be self-motivated individuals who show sufficient organisational ability to cope with this responsibility. As a general rule all Club Captains should be accredited to Prize Meeting level.
- **State** level Range Officers are selected by the Victorian Chief Range Officer and endorsed by the VRA Council. They must have the ability to control events of over 200 competitors including international matches.

### How do I get my accreditation?

All members who require Club level Range Officer accreditation must complete the NRAA Range and Butts Officer examination paper and complete a practical test where they control a Club level shoot. The examination paper is a take-home test which involves candidates working through the SSRs and any other information provided to find the answers. Candidates are encouraged to seek advice when completing questions and there is a reasonable time allowed for completion (usually a number of weeks). The aim of the test is to ensure that candidates have a working knowledge of the SSRs. There is no pass/fail involved but a number of incorrect answers may require the candidate to undertake further instruction. **Note that the examination paper may be given and marked by the Club Captain provided that she/he has at least Prize Meeting accreditation and a copy of the marked paper is forwarded to the VRA along with the request for accreditation.**

Members who require Prize Meeting accreditation will need to complete the examination paper (if they have not already done so), must attend a ½ day discussion/lecture session conducted by the Victorian Chief Range Officer or a designated State Level Range Officer and complete a practical test which will involve running a Prize meeting under the Supervision of a State Level Range Officer. The ½ day discussion/lecture session focusses on the roles and responsibilities of a Range Officer and Butts Officer.

State Level Range Officers will be nominated by the Victorian Chief Range Officer and endorsed by the VRA Council after they have officiated at a Syme, Queens or DRA teams event.

### **More details**

- The Victorian Chief Range Officer or a designated State Level Range Officer will run at least one ½ day discussion/lecture session per year at Bendigo around the time of the Queens and will run other sessions around the State as required. A minimum of eight candidates is necessary.
- Each accreditation will be for a period of five years. At the discretion of the Victorian Chief Range Officer and VRA Council, a member may be recommended for reaccreditation by the NRAA for an additional five years after provision of some evidence of having recently performed active Range Officer duties at the appropriate level.
- Club Captains who require copies of the examination paper, answers and the accreditation form are invited to contact the Victorian Chief Range Officer or the VRA Office.
- The VRA will maintain a register of all VRA members' accreditations.
- Those Range Officers who are requesting accreditation of shooters are responsible for submitting the names of candidates to the VRA on the approved form.
- Any members who would be interested in Prize Meeting or State level accreditation are invited to contact the Victorian Chief Range Officer or the VRA Office.