



Black's Creek

Public Shooting Range

2420 East Kuna-Mora Road, Kuna, Idaho 83634

<https://idfg.idaho.gov/bcr>

Range Safety and Operations Plan

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Statewide Range Manager

4/11/24

Date

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Range Supervisor

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Date





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Range Safety Operation Plans

REVISION NUMBER & DATES

Revision 1..... March 1997
Revision 2..... April 1997
Revision 3..... December 2004
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Revision 10..... August 2023
Revision 11..... November 2023
Revision 12..... February 2024
Revision 13..... April 2024



Black's Creek Public Shooting Range

Range Safety and Operations Plan

April 2024

(Previous versions obsolete)

Purpose and Applicability

This Range Safety and Operations Plan (RSOP) has been established to ensure the health and safety of those individuals who use Black's Creek Public Shooting Range (BCR) and the community at large.

The purpose of this RSOP is to prescribe range safety rules, firearms handling practices while on the facility, describe specific range rules, and operational or administrative rules and regulations. This RSOP applies to anyone and everyone who uses the facility for any purpose, firearms-related or not.

A copy of the BCR Site Plan is included as *Attachment I*.

Roles and Responsibilities

Range Supervisor – The term Range Supervisor refers to a member of EE DA HOW Rifle & Pistol Club (EDH), elected to the office of Range Supervisor and is a member of EDH Board of Directors. The Range Supervisor shall hold NRA Range Safety Officer credentials.

The Range Supervisor is responsible for the day-to-day management, operation, and maintenance of the BCR property, and for assuring compliance with the requirements of this RSOP. In any matter related to, or questions regarding, safe range practices or the implementation thereof, the Range Supervisor will have the final say.

The Range Supervisor has the authority to implement urgent safety and/or security related procedural additions to the RSOP, with written consensus from the Range Executive Officer. These additions will be reflected through a write-in format, with the date and initials of the Range Supervisor posted adjacent to the addition. Write-in additions will be reflected in the Range Office RSOP. Write-in additions will be communicated to appropriate personnel, to include Range Safety Officers, and Range Committee, by close of business on the day the addition is written into the RSOP.

Rangemaster – The term Rangemaster refers to the Range Supervisor or their designee. The Rangemaster shall hold NRA Range Safety Officer credentials.

The Rangemaster directs shooting activities during public shooting days and assures compliance with and enforcement of this RSOP. The Rangemaster supervises all Range Safety Officers and oversees all firearm malfunction clearings and maintenance.

When the Range Supervisor is absent and unavailable, or as the Range Supervisor otherwise deems necessary, a designated Rangemaster will assume the responsibilities and authorities of the Range Supervisor.

Range Liaison – The Range Liaison is a paid employee of the Idaho Department of Fish and Game (IDFG).

The Range Liaison serves as the focal point-of-contact for all matters of the range that are prescribed by IDFG's agreement with EDH. The primary duties of the liaison are to monitor compliance with this RSOP, and associated documents and fiscal responsibility. The liaison will work closely with the Range Supervisor on tasks that include – but are not limited to: compliance of this RSOP, coordinating and scheduling non-typical range events, range documentation, public shooter interaction, point-of-sales transactions, and range maintenance. The Range Liaison holds NRA-RSO credentials and reports directly to the Range Executive Officer.

Range Safety Officer (RSO) – The term Range Safety Officer refers to current NRA-RSO certified volunteer or paid employees of EDH, or current NRA-RSO certified paid employees or volunteers of IDFG. In the absence of NRA certification, suitable equivalence at the discretion of the Range Committee will suffice until completion of the next available NRA Range Safety Officer course.

Range Safety Officers are responsible for the operation of the firing line and for such other duties as assigned by the Rangemaster. Range Safety Officers report to the Range Supervisor.

During certain events, such as EDH shooting events, silhouette matches, cowboy action shooting events, or other user events, the organization responsible for the event shall have a certified designated Range Safety Officer to oversee safety for the event. For these events, the Range Supervisor (or the designated Rangemaster) remains the final authority.

Range Safety Assistant – Refers to non-NRA-credentialed volunteers and paid employees of EDH and IDFG.

Range Safety Assistants may only work under the direct supervision of an NRA-credentialed RSO. Range Safety Assistants assist by observing activities on the firing line, assisting shooters with compliance with range rules, reporting safety concerns or issues to their supervising Rangemaster/RSO, and performing other duties as requested.

All Range Safety Assistants must have completed and passed EDH Range Safety Assistants Test within the past year, completed the EDH Line Range Safety Orientation and maintain a thorough understanding of current Range Safety and Operations Plan.

Range Executive Officer (REO) – The Range Executive Officer represents the owner of BCR, IDFG. The IDFG Regional Communications Manager, or their designee, serves as the Range Executive Officer.

The REO serves as chairman of the Range Committee, which provides BCR management direction and verifies that the operation of BCR complies with Federal regulations. The REO coordinates with the EDH Secretary and Treasurer to secure monthly and annual BCR-related financial and attendance information. The REO is responsible for providing monthly and annual range activity reports to the IDFG Director's Office.

BCR Range Committee – As per the BCR Range Agreement, dated February 4th, 2011, this committee consists of five members, three from the IDFG (including the Range Executive Officer) and two from the EDH (including the Range Supervisor).

As per the BCR Range Agreement, this committee is charged with the following responsibilities:

1. Oversee the operation of BCR, including days of the week and hours each day that the range is open to the public. The committee will coordinate all scheduling of organized shoots to assure the availability of BCR for Hunter Education and public use a major portion of the operating time.
2. Determine reasonable range fees, if any, to be charged for public use and special, specific, or exclusive use of BCR facilities by shooting groups/organizations. (See addendum)
3. Prepare and maintain a Range Management Plan (this safety and operations plan) including development and execution of an environmental stewardship plan.
 - a. The Range Committee shall meet quarterly (on or about the first Tuesday of February, May, August and November of each year), to adopt interim provisions necessary to facilitate the safe and orderly operation of the range.
 - b. During its February meeting, the Range Committee shall conduct an annual review of this document to ensure that it aligns with best practices and is clear, concise, and understandable; and to consider the incorporation of interim provisions into the main Range Safety and Operations Plan document.
4. Determine solutions to any problems that may arise during the term of the current agreement.
5. Determine the most practical and economical approach to construction, operation, and maintenance of BCR facilities.
6. Make reports to the IDFG in form suitable for transmittal to the Secretary of the United States Department of the Interior in accordance with the Pittman-Robertson Act, as mandated.

Additionally, the BCR Range Committee will settle all public shooting disputes regarding range safety violations and complaints pertaining to the policy established in the Range Management Plan (this safety and operations plan) if not adequately settled by the Range Supervisor or designated Rangemaster.

EDH Board of Directors - The EDH Board of Directors consists of the President, Vice-president, Range Supervisor, and other positions as provided for by EDH.

The EDH Board of Directors is responsible for oversight of all range and facility activities, in accordance with direction and guidance from the Range Committee.

The EDH Board of Directors provides support to the Range Supervisor as necessary and will settle club member disputes regarding range safety violations.

SECTION I – GENERAL RULES FOR SAFE FIREARM HANDLING

Shooters will:

1. Treat every firearm with the respect due to a loaded firearm, and never take another person's word that a firearm is unloaded.
2. Keep firearms cased and pointed up or down range at all times.
3. Keep their finger off the trigger and outside the trigger guard until ready to fire.
4. Know their target and what is beyond. Shooters must be aware of adjacent areas and act accordingly.
5. Be certain all firearms are safe to operate and know how to operate the firearm(s) safely. This includes – but is not limited to – handling, loading, unloading, and operating the safety mechanism. If a shooter is unable to demonstrate safe operations of the firearm, they may be prohibited from shooting.
6. Use only the correct ammunition for their firearm. If shooting more than one firearm, use only one firearm at a time and when finished, store that firearm and its ammunition before using the next one.
7. Eye and ear protection will be worn within twenty-five (25) feet of any firing line.
8. Never use alcohol or recreational drugs before or while shooting. Anyone suspected of being under the influence of alcohol or drugs that may be perceived as a liability to range operations will be prohibited from using the range.
9. Be responsible for maintaining security & possession of their firearms.
10. Be aware that certain types of firearms and shooting activities require additional safety precautions.
11. In case of misfire or malfunction notify BCR staff if assistance is needed.

SECTION II – GENERAL RANGE SAFETY RULES

1. Range warning signs are, and shall remain, posted around the range perimeter as needed, as well as signs and/or barricades within the range interior to warn of closed or restricted areas.
2. Red flags/pennants will be flown for all ranges that are in use. Designated shooting activity RSO's, EE DA HOW members and other user groups are responsible for raising and lowering flags/pennants.
3. Additional safety rules are, and shall remain, posted at each of the various ranges specific to the operation of the individual range.
4. On-duty range personnel are responsible for the safety and security of BCR. All decisions from the Range Supervisor / Rangemaster are final.
5. All range safety rules will be enforced. Violators will be counseled and may be asked to leave BCR and may be subject to criminal and/or civil sanctions.
6. Everyone entering BCR must check in at the range office (or designated point) before unloading or moving anything onto the firing line.
7. When checking in, public shooters are required to present their ammunition to a Range Safety Officer for a mandatory ammunition check.
 - a. Ammunition restrictions: Armor-piercing, incendiary, tracer, steel core and bi-metal jacket ammunition are prohibited.
 - b. An RSO may prohibit the use of any ammunition if they have doubts as to its safety.
8. When checking in, public shooters may be required to provide photo identification for age verification purposes.
9. When checking in, public shooters are required to read the Range Safety Briefing and acknowledge understanding of range rules by signing a Range Safety Briefing/Release of Liability acknowledgement form.
10. Prior to using ranges, public shooters and all match participants (to include EDH club members) are required to sign a Release of Liability form.
11. To prevent access and/or inadvertent trigger action, all firearms must be in a case or worn holstered to enter and exit the range facility. Any case which does not prevent intentional or inadvertent trigger access is prohibited. (For example, a gun sock will not prevent access and would not be considered a case.)
12. Firearms must be cased and uncased at the shooting benches only while the range is "HOT" (open for firing), with the muzzles pointed down range.

13. Shooting of any firearm deemed as a personal defense weapon – concealed or open-carried, is prohibited.
 - a. Only one firearm may be on the shooting bench (in use) at any time. All other firearms shall be stored at the rear bench in a closed case. In instances where firearms need to cool down and cannot be immediately cased, the Rangemaster may approve the use of shooting bench notches for vertical storage provided the firearm can be stored safely.
14. A parent or other responsible adult must supervise children under 18. Each parent or other responsible adult may supervise no more than two (2) children at any time.
15. Pets must be always leashed and under direct control. Pet waste must be removed by the pet owner.
16. Hunting or removal of venomous/aggressive wildlife on the BCR property is ***strictly prohibited***.
17. Firearm shooting is restricted to the 200-yard Main Range, the Hunter Education Range, the Lower Silhouette Range, the 500-Meter Upper Silhouette Range (to include the flat sections), the Trap Range, the Cowboy Action Range, and the Schuetzen Range.
18. Shooters must know and obey all BCR rules, regulations, and commands.
19. Shooters must know where other personnel are at all times.
20. Shooters must shoot only at authorized targets. Shooting at any other objects is not permitted. All privately owned targets/stands must be approved by the Rangemaster. To prevent the possibility of ricochet, only handgun targets may be used for close range shooting and will not be set up any closer than five (5) yards from the shooting line. During public shooting hours on the 200-yard Main Range, the use of private steel targets is prohibited.
21. Smoking/vaping is permitted ONLY behind the rear bench.
22. If firing is to be done from anywhere except designated shooting benches on the firing line, it is only at the express direction of the Range Supervisor / Rangemaster and within the guidelines he/she issues.
23. When the command "CEASE FIRE" is given, all shooters must immediately stop firing and unload their firearm.
 - a. After the command "CEASE FIRE" has been given, all shooters shall ensure that their firearm is unloaded, all ammunition has been removed from the firearm, detachable magazine removed from the firearm (if applicable), their action is locked open and an open action indicator (chamber flag) is inserted, and their firearm is completely clear. After each shooter has cleared their firearm and locked the action open, they shall step behind the yellow safety line.
24. No individual shall handle any firearm while the range is "COLD" and other shooters are down range. No individual shall be forward of the yellow safety line while the range is "COLD" and other shooters are down range **EXCEPT** to police up brass forward of the

yellow line. No individual shall touch anything on the shooting tables/benches while others are down range. **EXCEPT FOR THOSE INDIVIDUALS POLICING UP BRASS**, anyone who returns from down range (or any individual who did not need to go down range) shall stay behind the yellow safety line until the Range Safety Officer has given the command “COMMENCE FIRING”.

25. Shooters must never leave their position on the firing line without first ensuring that their firearm is safe, unloaded, and the action or cylinder is locked open with an open action indicator (chamber flag) inserted in the breech.
26. Maintenance of firearms, including inspection, repair, cleaning, malfunction clearing, and adjustment, shall be done at the shooting benches while the range is open for firing with the firearm pointing downrange. Firearms shall not be handled on the rear benches except when being transported to/from forward bench or finished with all shooting activities.
27. A misfire is the failure of a loaded firearm to discharge when the trigger is pulled. Anyone experiencing a misfire shall hold the firearm pointing downrange for at least 30 seconds before opening the bolt.
28. Duds (defective cartridges) shall be given to an RSO for proper disposal and not placed in trash cans.
29. For muzzleloading firearms see *Appendix A*.
30. BCR range operators may inspect any firearm or accessory at any time that they feel is questionable or unsafe and may prohibit such firearm from being fired on the range until they are fully satisfied with its safety.
31. Use of thermal or night-vision optics is not permitted unless conducted by law enforcement or wildlife personnel as part of officially administered training.
32. All injuries, emergencies, and “near-miss” accidents (such as a firearm errant discharge) occurring on the range resulting in property damage must be reported immediately to the Range Supervisor, who shall immediately notify the Range Executive Officer and the Range Liaison. An Incident Report Form (*Attachment II*) shall be completed and filed with the Range Supervisor / Rangemaster as soon as possible. In addition, the IHEA Range Incident Report and/or Emergency Report Sheet (*Attachment III*) shall be completed and filed with the Rangemaster, with a copy provided to the Range Executive Officer for each incident involving a firearm that results in an injury or property damage.
33. All video recordings of injuries, emergencies, and “near-miss” accidents must be archived. “Near-miss” refers to events with the potential to result in injury or damage, but which did not actually result in injury or accident.
34. Everyone is required to clean up their area after they have finished shooting for the day. Brass must be picked up off the concrete and deposited in the containers on the back bench or placed in the shooter's kit. Used cleaning patches should be deposited in the trash barrels provided. Individuals shooting muzzle loading firearms should collect their spent caps from the tables or the concrete firing line areas. Spent caps must be deposited

in the trash barrels provided. Return all borrowed or rented equipment to where they were obtained.

35. Proper etiquette and conduct are required at BCR. Failure to follow rules or the direction of the RSO may result in ejection from the range. Failure to leave the range will result in law enforcement being called.
36. No food or drink is permitted forward of the yellow safety line or on the shooting benches.
37. No personal vehicles are allowed down range on the Main Range during public shooting hours except as permitted by the Range Supervisor / Rangemaster.
38. Range commands are as follows:
 - a. **Cease Fire** - The command given to immediately stop all shooting. When the cease fire command is given everyone on the firing line shall immediately stop firing, unload all ammunition from their firearm, lock the action open, place chamber flags into the action, and step behind the yellow safety line. *Anyone can give the cease-fire command anytime they feel there is a safety concern.*
 - b. **Ready on the Left, Ready on the Right** - All activity down range has been completed and the range is clear of people.
 - c. **Commence Firing, The Range is Hot** - Shooters may begin firing.

SECTION III – SPECIFIC RANGE RULES AND REGULATIONS

1. No centerfire rifles of .50 caliber or rounds derived from .50 BMG cartridge are permitted on BCR, except for black powder cartridge rifles or organized IAWCA shoots.
2. No fully automatic firearms are permitted on any range, except as part of IAWCA events or law enforcement training.
3. Use of binary triggers, Forced Reset (FRT) triggers, Automatic Reset Technology (ART) triggers, or similar positive displacement triggers are prohibited without prior approval of the Rangemaster.
4. During public shooting hours, drawing and shooting, as well as shooting while moving, are prohibited on the Main Range. User groups which can take responsibility for safety and have sufficient liability insurance as defined in *Appendix B* or by law enforcement personnel as part of officially administered training, may conduct "shoot & move" scenarios on the Schuetzen Range, Hunter Ed Range, Lower Silhouette Range, or in flat sections of the Upper Silhouette Range and Cowboy Action Range.

Main (200-yard) Range

1. The Main (200-yard) Range is open to shooting rifles, handguns, shotguns, air rifles and muzzleloading rifles/handguns. Use of BB guns is subject to Rangemaster approval.
2. Shooting on the Main Range may take place simultaneously with shooting on the Cowboy Action Range, Lower Silhouette Range, Upper Silhouette Range, Schuetzen Range, and the Hunter Education Range.

Trap Range

1. The primary purpose of the Trap Range is to provide for shotgun training and clay target shooting for special events or as a part of a match program. User groups may request to use the Trap Range when the Hunter Education Range and Schuetzen Range are not in use. The Trap Range may be used in conjunction with the Main Range so long as users abide by the Main Range "CEASE FIRE" commands.
2. The use of the Trap Range is restricted to shotguns using ammunition loaded with shot no larger than size 7 ½. User groups shall police up the entire area upon completion of their use of the Trap Range.

Hunter Education (HEd) Range

1. The primary purpose of the HEd Range is to provide a safe and secure facility for the live-fire portion of the HEd program.
2. The HEd Range is not generally open to the public.
3. The HEd Range will be closed when the Trap Range is in use.
4. Other user groups may request to use the HEd Range when it is not in use for HEd purposes. However, use of the HEd Range by other user groups shall be scheduled through IDFG Volunteer Services Coordinators/Range Liaison and will always be

secondary to its primary purpose of HEd. Should a conflict in scheduling arise, HEd program use shall always take precedence.

5. Use of the HEd Range is restricted to firing of hunting types of firearms, defensive handguns, and shotguns. User groups must police up the entire area upon completion of their use of the HEd Range. The tool sheds situated on the HEd Range are for HEd Instructor use only. All other groups seeking access to the shed must contact the IDFG Southwest Regional Office at 208-465-8465.

Lower Silhouette Range (LSR)

1. The LSR is operated independently of the Main Range and the Cowboy Action Range.
2. The LSR is primarily for club-sponsored events and member use. However, it may be scheduled for other events when no club events are scheduled. It may also be used for public overflow during the busy sight-in season, provided a qualified RSO is supervising.
3. Ammunition that damages metal targets shall not be used.

Cowboy Action Range (CAR)

1. The CAR is open to the public only during designated cowboy action matches.
2. Only lead bullets may be used on the CAR at approved steel reactive-type targets.
3. Oregon Trail Rough Riders (OTRR) members may shoot on the CAR during regular BCR open hours, and at other times through special arrangement with the Range Supervisor. OTRR members must sign in at the BCR office and show their OTRR membership card. Any guests of an OTRR member shooting on the CAR must also sign in and pay their range fee.
4. The CAR may occasionally be used for third-party user groups on days which OTRR does not have events scheduled. If the CAR is being used by a third party during BCR open hours, OTRR members may shoot at the Main Range at no cost.

500 Meter Upper Silhouette Range (USR)

1. Use of the USR for specialized events shall be scheduled through the Range Supervisor or Range Liaison.
2. The USR is operated independently from the CAR, and only when the CAR is not in use.
3. Ammunition that damages metal targets shall not be used.
4. A red NRA range flag must be flown at the USR when the range is in use.
5. Until a determined date set by the IDFG Range Executive Officer, an NRA-credentialed RSO must be present and on duty when the range is in use. In addition to range safety operations, the on-duty RSO will monitor off-range personnel and operations that cross into the established buffer zone from the direction of fire. In the event that personnel or operations enter the buffer zone, all shooting activities must cease until the area is clear of all personnel and equipment. For purposes of this RSOP, the buffer zone boundary is

defined by a highlighted telephone pole (marked in neon orange tape) as determined with the IDFG Range Liaison and mining contractor.

Schuetzen Range

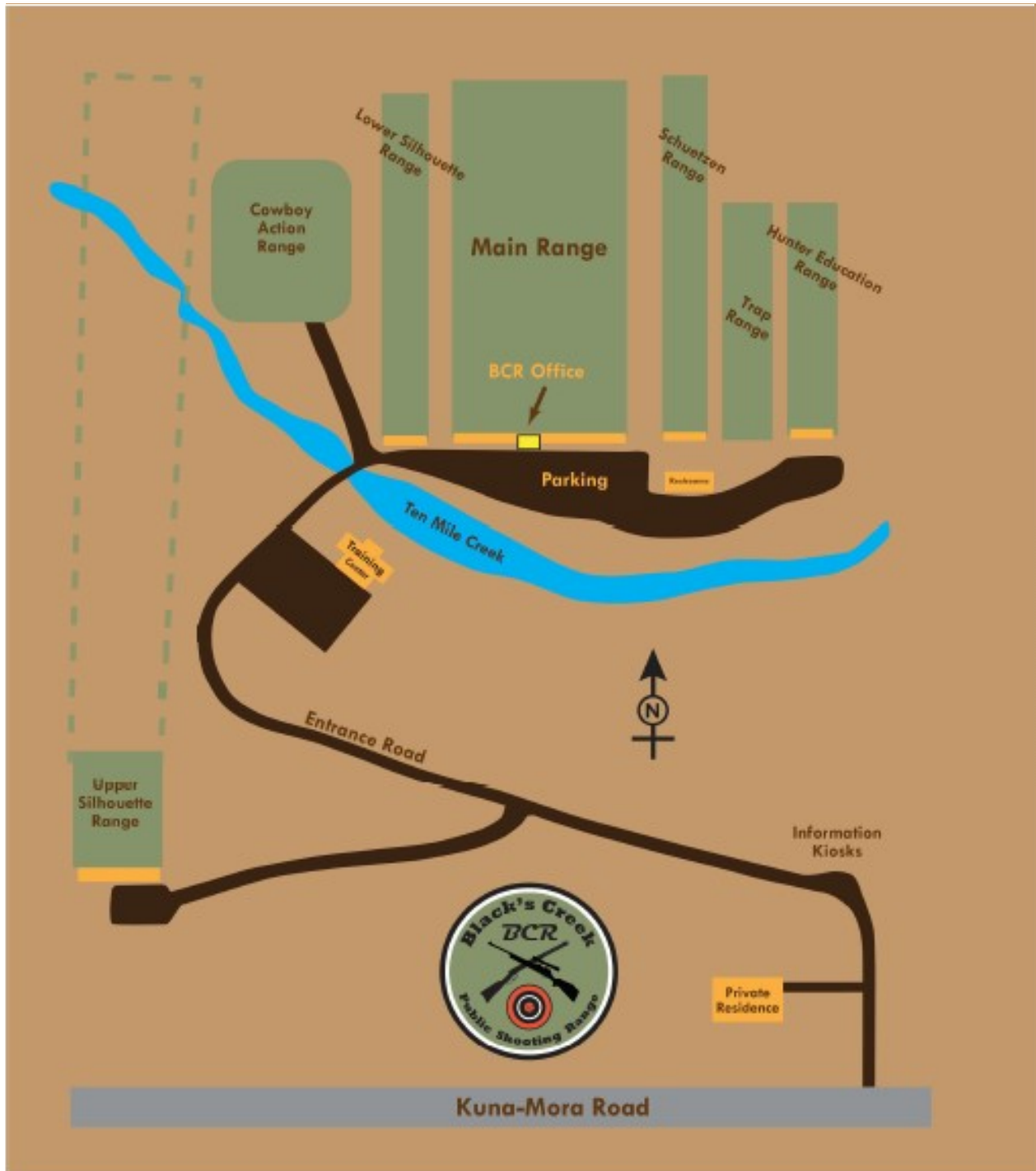
1. The Schuetzen range is open to shooting rifles, handguns, shotguns, air rifles and muzzleloading rifles/handguns.
2. The Schuetzen Range will be closed when the Trap Range is in use.
3. The Schuetzen Range is operated independently of the Main Range.
4. The Schuetzen Range is primarily for club-sponsored events and member use. However, it may be scheduled for other events when no club events are scheduled. It may also be used for public overflow during the busy sight-in season, provided a qualified RSO is supervising.
5. Ammunition that damages metal targets shall not be used.

SECTION IV – ADMINISTRATIVE RULES AND REGULATIONS

1. Ada County has issued a conditional use permit to BCR, the contents of which govern range operations. Specifically, the permit allows for shooting activities at BCR from **8:00 A.M. to 9:00 P.M.** daily. To avoid violation of this permit, all shooting must be done within these time constraints.
2. Range hours of operation: The range is open year-round, but operating hours vary by time of year. Shooters should consult the IDFG website (<https://www.idfg.idaho.gov/bcr>) or call the range hotline at 208-342-9614 or the IDFG Southwest Regional Office at 208-465-8465 for current hours of operation. See *Appendix C*.
3. The range speed limit is 15 mph everywhere on BCR.
4. The Range Supervisor and all on-duty BCR personnel are responsible for the safety and security of the BCR property. All decisions from the Range Supervisor / Rangemaster are final.
5. Users of BCR on non-public days or after hours are responsible for securing the entrance gate upon departure. Violation may result in revocation of BCR privileges.
6. The Range Supervisor / Rangemaster has the prerogative to close the range for any reason he/she deems prudent such as for safety, extreme weather (lightning, snow/ice, fog, high winds), illness, etc.. The Range Supervisor / Rangemaster will notify IDFG (via the Range Executive Officer or designee) immediately when the decision to close the range is made. Closure of BCR applies to all users (public shooters, club members, and vendors.)
7. For vendor range facility rental and scheduling information see *Appendix B*.
8. Keyed EDH members may use the range facilities when the range is closed to the general public. The Range Supervisor (or a Range Safety Officer) is not required to be present. Keyed club members must sign in and are responsible for complying with the rules contained in this RSOP. Club members must meet the definition of a Range Safety Assistant if sponsoring guests. If more than one keyed member is using the range, he/she shall cooperate with others as to cease-fire for target placement. Shooting hours for keyed members are governed by BCR's conditional use permit (see #3 above). Shooting will only take place from **8:00 A.M. to 9:00 P.M.** daily. Violation of shooting hours will result in disciplinary action.
9. OTRR members do not pay range fees when shooting on the CAR. In the event that the CAR is being used during public hours by an outside group (for classes or events), OTRR members displaying a current membership card will be allowed to shoot on the Main Range at no charge.
10. Overnight camping is permitted only for designated events or with specific permission of the Range Supervisor.
11. Parking areas are provided across the paved road behind the Main Range, behind the Lower Silhouette Range, behind the Schuetzen Range, behind the HEd Range and adjacent to the Upper Silhouette Range.

12. Any individual that believes the Range Supervisor / Rangemaster or a Range Safety Officer has erred in his/her decision regarding a safety violation decision or response has the right to appeal the decision in writing to the EDH Board of Directors. EDH Board of Directors shall notify the Range Committee of the appeal and outcome. In the interim, however, the Range Supervisor's decision shall remain in force pending the outcome of the appeal process.
13. Any individual that believes the EDH Board of Directors decision may be in error has the right to appeal the Board's decision to the Range Committee.
14. Report all accidents, injuries, and near-misses to the Range Supervisor. Water, first aid kits, defibrillator and fire extinguishers are available at the range office. 911 service is available via land line at the range office, as well as across the entire range via Wi-Fi.
15. In the event of an emergency, tell the emergency operator:
 - Your name
 - Your location: Black's Creek Public Shooting Range, 2420 East Kuna Mora Road, 3.8 miles west of Interstate 84 exit 64, or 3.4 miles east of the intersection of Pleasant Valley and East Kuna-Mora Roads.
 - Latitude/Longitude information – North 43.46280/West 116.15491
 - The type of emergency
 - What help is required (police, fire, ambulance, game warden, HAZMAT etc.)
 - DON'T HANG UP - Tell operator if you need to leave phone. Use common sense.
 - Complete a BCR Incident Report Form (*Attachment II*) for actual and for near miss events.
 - Complete an IHEA Incident Report Form if a firearm-related injury or property damage occurs (*Attachment III*)
16. Wildfires on or near BCR are rare, but they have occurred in the past. Should a wildfire break out, call 911 or the Ada County Sheriff's office – 208-577-3000. Give the operator your name and location.
17. This BCR Range Safety and Operations Plan will be reviewed on a quarterly basis to evaluate its continued applicability and to determine the need for additions, deletions or changes. If changes are made, a new revision number should be given to the complete document, which will be the next higher number (rev. 1, 2, etc.) and fully dated accordingly in the footer. Previous (outdated) revisions should be retained by the EDH and IDFG as a record for historical purposes. Interim provision additions will be incorporated into an updated RSOP at the next quarterly meeting of posting or will no longer be valid.

Attachment I – Black’s Creek Public Shooting Range Site Plan



Attachment II – BCR Incident Report Form



Black's Creek Public Shooting Range Incident Report Form

Date of Report Completion: _____ Person Completing Report: _____

Date of Incident: _____ Time of Incident: _____

Location of Incident at BCR: _____

Include a rough sketch of the incident location on the back of this form

Video Time Code of Incident: (if available)

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Were BCR Rules Violated? No Yes (describe) _____

Was an Injury Sustained? No Yes (describe) _____

Was a Firearm Involved? No Yes (describe) _____

Reported to Law Enforcement? No Yes (agency contacted) _____

Person(s) Involved in Incident

Person #1:

Name: _____ Driver's License #: _____

Physical Description: _____

Vehicle Description/Plate #: _____

Person #2:

Name: _____ Driver's License #: _____

Physical Description: _____

Vehicle Description/Plate #: _____

Add additional persons to the back of this form if necessary

Incident Description: _____

Continue on the back of this form if necessary

Names/Phone #s of Incident Witnesses

Witness #1:

Name: _____ Phone #: _____

Witness #2:

Name: _____ Phone #: _____

Attachment III – IHEA Incident Report Form

**Check Appropriate Box(es)**

- Fatal
 Non-Fatal
 Self-Inflicted
 Property Damage Only
 Firearm
 Bow

Official Use Only

- Department Case Number:**
Classification:
 A. Public Range
 B. Private Range
 C. Non-Developed Range
 D. Other:

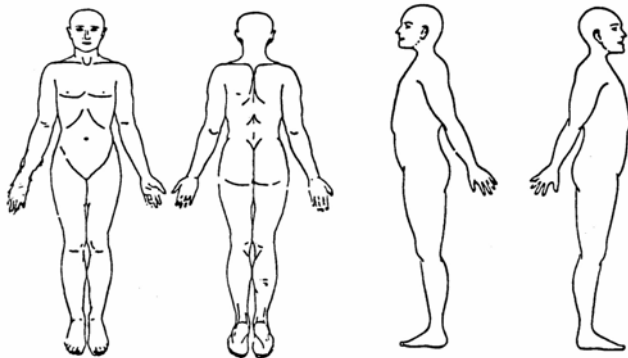
1. Day/Date of Incident / /	2. Time (Military) :	3. County/Parrish	4. State/Province	5. . GPS coordinates <input type="checkbox"/> UTM <input type="checkbox"/> Long/Lat
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6. Location A. <input type="checkbox"/> Public Land B. <input type="checkbox"/> Private Land C. <input type="checkbox"/> Other:	Range Name or Area Information Name: Address: Phone:
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7. Was injury or death self-inflicted? A. <input type="checkbox"/> YES - Complete sections 8. Shooter and 10. Incident Profile	B. <input type="checkbox"/> NO - Complete sections 9. Victim and 10. Incident Profile
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8. SHOOTER				
Name (Last, First, MI)		Driver's License #:	<input type="checkbox"/> Male <input type="checkbox"/> Female	Age and DOB / /
Address (Street, Box, Rural Route)		City	State/Prov.	Zip Code <input type="checkbox"/> Resident <input type="checkbox"/> Non-Resident
Years of Firearm Handling Experience:	Graduate of Hunter Educational Course: <input type="checkbox"/> Yes- State/Prov. Year <input type="checkbox"/> No <input type="checkbox"/> Unknown		Approximate # of Miles Incident Occurred from Shooter's Residence:	
Shooter Used Intoxicants Prior to Incident: A. Alcohol <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown B. Drugs <input type="checkbox"/> Yes <input type="checkbox"/> No Illegal <input type="checkbox"/> Yes <input type="checkbox"/> No			Failure to use prescribed medication? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	
Shooter's Vision: Did the shooter have a prescription for glasses or contacts? <input type="checkbox"/> Yes <input type="checkbox"/> No Was the shooter wearing the glasses or contacts when the incident occurred? <input type="checkbox"/> Yes <input type="checkbox"/> No				
Were shooter and victim at shooting range together? <input type="checkbox"/> Yes <input type="checkbox"/> No			Relationship of shooter to victim:	
Has shooter ever been involved in a range incident before? <input type="checkbox"/> Yes <input type="checkbox"/> No		Shooter shot: <input type="checkbox"/> Right handed <input type="checkbox"/> Left handed		Was the Shooter cooperative with investigation? <input type="checkbox"/> Yes <input type="checkbox"/> No
Firearm/Instrument used: A. <input type="checkbox"/> Shotgun B. <input type="checkbox"/> Rifle C. <input type="checkbox"/> Handgun D. <input type="checkbox"/> Bow E. <input type="checkbox"/> Crossbow F. <input type="checkbox"/> Air/Gas Gun G. <input type="checkbox"/> Other:		Type of Action: A. <input type="checkbox"/> Bolt B. <input type="checkbox"/> Lever C. <input type="checkbox"/> Pump D. <input type="checkbox"/> Break/Hinge E. <input type="checkbox"/> Semi-Auto F. <input type="checkbox"/> Caplock G. <input type="checkbox"/> Inline H. <input type="checkbox"/> Revolver I. <input type="checkbox"/> Other:		Type of Sight: A. <input type="checkbox"/> Open B. <input type="checkbox"/> Peep C. <input type="checkbox"/> Scope D. <input type="checkbox"/> Other:
Make:		Model:		Serial Number:
Capacity: A. <input type="checkbox"/> Repeater B. <input type="checkbox"/> Double Barrel C. <input type="checkbox"/> Single Shot		Projectile Type: A. <input type="checkbox"/> Bullet - Caliber Weight B. <input type="checkbox"/> Arrow C. <input type="checkbox"/> Slug-Gauge Weight D. <input type="checkbox"/> Shot - Size Material E. <input type="checkbox"/> Other		Ammunition: A. <input type="checkbox"/> Factory B. <input type="checkbox"/> Reload C. <input type="checkbox"/> Unknown
Safety Position: A. <input type="checkbox"/> On B. <input type="checkbox"/> Off C. <input type="checkbox"/> Defective D. <input type="checkbox"/> Unknown				

9. VICTIM				
Name (Last, First, MI)		Driver's License #:	<input type="checkbox"/> Male <input type="checkbox"/> Female	Age of Victim / /
Address (Street, Box, Rural Route)		City	State/Prov.	Zip Code
				Resident Status <input type="checkbox"/> Resident <input type="checkbox"/> Non-Resident
Years of Firearm Handling Experience:	Graduate of Hunter Educational Course: <input type="checkbox"/> Yes- State/Prov. Year <input type="checkbox"/> No <input type="checkbox"/> Unknown		Approximate # of Miles Incident Occurred from Shooter's Residence:	
Victim Used Intoxicants Prior to Incident: A. <input type="checkbox"/> Alcohol <input type="checkbox"/> Yes <input type="checkbox"/> No B. <input type="checkbox"/> Drugs <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Illegal <input type="checkbox"/> Yes <input type="checkbox"/> No			Failure to use prescribed medication? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Firearm/Instrument used: A. <input type="checkbox"/> Shotgun E. <input type="checkbox"/> Crossbow B. <input type="checkbox"/> Rifle F. <input type="checkbox"/> Air/Gas Gun C. <input type="checkbox"/> Handgun G. <input type="checkbox"/> Other: D. <input type="checkbox"/> Bow		Type of Action: A. <input type="checkbox"/> Bolt B. <input type="checkbox"/> Lever C. <input type="checkbox"/> Pump D. <input type="checkbox"/> Break/Hinge	E. <input type="checkbox"/> Semi-Auto F. <input type="checkbox"/> Caplock G. <input type="checkbox"/> Inline H. <input type="checkbox"/> Revolver I. <input type="checkbox"/> Other:	Type of Sight: A. <input type="checkbox"/> Open B. <input type="checkbox"/> Peep C. <input type="checkbox"/> Scope D. <input type="checkbox"/> Other:
Make:	Model:	Serial Number:	Caliber/Gauge:	
Capacity: A. <input type="checkbox"/> Repeater B. <input type="checkbox"/> Double Barrel C. <input type="checkbox"/> Single Shot	Projectile Type: A. <input type="checkbox"/> Bullet - Caliber Weight B. <input type="checkbox"/> Arrow C. <input type="checkbox"/> Slug-Gauge Weight D. <input type="checkbox"/> Shot - Size Material E. <input type="checkbox"/> Other		Ammunition: A. <input type="checkbox"/> Factory B. <input type="checkbox"/> Reload C. <input type="checkbox"/> Unknown	Safety Position: A. <input type="checkbox"/> On B. <input type="checkbox"/> Off C. <input type="checkbox"/> Defective D. <input type="checkbox"/> Unknown



Describe Injuries (Be Specific) - if no injuries, describe property damage and list value:

Diagram Injuries to Victim: (Indicate locations of injuries on anatomical outlines - Scan completed diagram if possible)

Injury Severity: A. <input type="checkbox"/> Debilitating E. <input type="checkbox"/> Severe B. <input type="checkbox"/> Fatal F. <input type="checkbox"/> Unknown C. <input type="checkbox"/> Minor G. <input type="checkbox"/> N/A D. <input type="checkbox"/> Moderate		Name of Physician:	Name of Medical Facility:	In case of death name of Coroner/ Medical Examiner:
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10. INCIDENT PROFILE		
Lighting: A. <input type="checkbox"/> Unknown D. <input type="checkbox"/> Dawn B. <input type="checkbox"/> Dark E. <input type="checkbox"/> Overcast C. <input type="checkbox"/> Dusk F. <input type="checkbox"/> Sunny	Visibility: A. <input type="checkbox"/> Excellent D. <input type="checkbox"/> Unknown B. <input type="checkbox"/> Good C. <input type="checkbox"/> Poor	Topography - Incident Location is: A. <input type="checkbox"/> Flat B. <input type="checkbox"/> Hilly
Incident occurred in: A. <input type="checkbox"/> Shotgun Range D. <input type="checkbox"/> Sporting Clays Field G. <input type="checkbox"/> Archery - Walkthrough B. <input type="checkbox"/> Trap Field E. <input type="checkbox"/> Rifle Range H. <input type="checkbox"/> Archery - Tower C. <input type="checkbox"/> Skeet Field F. <input type="checkbox"/> Pistol Range I. <input type="checkbox"/> Archery - Target <input type="checkbox"/> Other:		

Most Important Contributing Factor(s) (List most important factor as "1" in space below next to letter, 2nd as "2", etc.)

- | | |
|--|---|
| <input type="checkbox"/> A. Victim moved into line of fire | <input type="checkbox"/> J. Careless or reckless handling of firearm |
| <input type="checkbox"/> B. Ricochet | <input type="checkbox"/> K. Place/remove firearm from vehicle |
| <input type="checkbox"/> C. Defective firearm ammunition | <input type="checkbox"/> L. Drop firearm |
| <input type="checkbox"/> D. Firearm fell, insecure rest | <input type="checkbox"/> M. Horse play while hunting |
| <input type="checkbox"/> E. Shooter stumbled and fell | <input type="checkbox"/> N. Run with loaded firearm |
| <input type="checkbox"/> F. Trigger caught on object | <input type="checkbox"/> O. Obstruction of barrel |
| <input type="checkbox"/> G. Loading firearm | <input type="checkbox"/> P. Careless handling of archery equipment |
| <input type="checkbox"/> H. Unloading firearm | <input type="checkbox"/> Q. Discharge of firearm when firing line is closed |
| <input type="checkbox"/> I. Discharge of firearm in/on a vehicle | <input type="checkbox"/> R. Other: |

Based on the contributing factors listed above what could have been done differently to prevent this incident from occurring?

Witnesses other than shooter or victim

Name	Address (Street, City, State, Zip)	Phone Number
1.		
2.		
3.		
4.		
5.		

Shooter Violations		Victim Violations	
List of Violations	Enforcement Action Taken	List of Violations	Enforcement Action Taken
1.	<input type="checkbox"/> Yes <input type="checkbox"/> No	1.	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.	<input type="checkbox"/> Yes <input type="checkbox"/> No	2.	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.	<input type="checkbox"/> Yes <input type="checkbox"/> No	3.	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.	<input type="checkbox"/> Yes <input type="checkbox"/> No	4.	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.	<input type="checkbox"/> Yes <input type="checkbox"/> No	5.	<input type="checkbox"/> Yes <input type="checkbox"/> No

Shooter Hunter Education Details	Victim Hunter Education Details
Classroom Course: <input type="checkbox"/> Yes <input type="checkbox"/> No	Classroom Course: <input type="checkbox"/> Yes <input type="checkbox"/> No
Hands on gun handling: <input type="checkbox"/> Yes <input type="checkbox"/> No	Hands on gun handling: <input type="checkbox"/> Yes <input type="checkbox"/> No
Internet Only Course: <input type="checkbox"/> Yes <input type="checkbox"/> No	Internet Only Course: <input type="checkbox"/> Yes <input type="checkbox"/> No
Field day with live fire: <input type="checkbox"/> Yes <input type="checkbox"/> No	Field day with live fire: <input type="checkbox"/> Yes <input type="checkbox"/> No
Pass out test (no hands on training): <input type="checkbox"/> Yes <input type="checkbox"/> No	Pass out test (no hands on training): <input type="checkbox"/> Yes <input type="checkbox"/> No
Military Firearms Training: <input type="checkbox"/> Yes <input type="checkbox"/> No	Military Firearms Training: <input type="checkbox"/> Yes <input type="checkbox"/> No

The following items suggested to be included with this report to be considered complete:

- Narrative (Be specific - describe how the incident happened and suspected cause).
- Diagram of incident scene (Indicate North by arrow).
- County map showing location of incident.
- List of photographs taken.
- List of items seized and where located.
- Statements from witnesses (if applicable).
- Copies of citations (if applicable).

Report Was Completed By

Investigating Officer:	I.D. #:	Date:
Assisted By:	I.D. #:	Date:

Other Agencies Assisting in Investigation:

-
-

Office Use Only

Reviewed by:	Title:
Date Reviewed:	

Attachment IV – Interim Provisions



Range Safety and Operations Plan

Appendix A – Special Requirements For Muzzleloading Firearms

August 2023

1. After the command “CEASE FIRE” is given, all muzzleloading rifles and single shot muzzleloading pistols shall be unloaded (powder, projectile and cap removed) and placed in a rifle rack at the front shoot bench – muzzle up – with a chamber flag inserted into the barrel.
2. For caplock rifles and pistols, place the hammer in remove any spent percussion cap from the nipple, and place the hammer in the down position.
3. For flintlock rifles and pistols, place the frizzen in the “open” position and the cock (hammer) fully down. The frizzen shall remain open and the hammer down until the firearm is on the shooting bench and the command “COMMENCE FIRING” is given.
4. For cap and ball revolvers, remove any spent percussion caps and place the hammer fully down, with the hammer face in the safety notches (Remington and Ruger) or on the protruding pins in-between the chambers (Colt and similar). When practical, the cylinder will be removed.
5. Muzzleloading firearms may not be capped or primed until the firearm is on the firing line, pointed down range, and the range command “COMMENCE FIRING” has been given. Snapping caps on percussion breech loading or muzzleloading firearms are allowed only when the firearm is pointed down range and the command “COMMENCE FIRING” has been given.
6. All muzzleloading firearms must be charged with the use of a powder measure. No direct loading from a powder horn or flask is allowed.
7. Except for flintlock priming flasks, no containers of powder are allowed on the shooting bench. All other containers of powder must be sealed when not in use.
8. Muzzleloading speed loaders may not be stored on the front bench.
9. Flintlock firearms shall be brought to the firing line with the frizzen open. When at the shooting bench with the firearm pointed downrange the pan may be charged with a flash pan priming flask and made ready to fire.



Range Safety and Operations Plan

Appendix B – Reservation and Pricing Information

February 2024

1. Range facilities (ranges, clubhouse, training center, etc.) are available to user groups, including third-party vendors, on a fee basis. Reservations shall be coordinated through the Range Supervisor, subject to the following conditions:
 - a. User groups are responsible for the actions, safety and security of their guests/members and other users and are responsible for the safety and security of the facility.
 - b. Damages attributed to user groups will be charged to the user group at repair or replacement cost.
 - c. BCR will not provide target frames, targets or steel target stands for use by third-party vendors.
 - d. Vendors will schedule range requests utilizing an online reservation system. Each vendor that has been vetted through the Range Supervisor will receive a unique login.
 - e. Reservations can be made no more than 180 days in advance of the user group's scheduled activity by the vendor using the vendor portal.
 - f. Vendors that require a longer scheduling window can schedule through the Range Supervisor on a case-by-case basis.
 - g. Reservation time blocks will be created and enforced as follows:
 - i. 8:00 A.M. – 12:30 P.M. and 12:30 P.M. – 5:00 P.M. (year-round)
 - ii. 5:00 P.M. – 9:00 P.M. (May 1st until September 1st)
 - h. Use fees are charged as follows:
 - i. \$125 per reservation block for a classroom in the Hunter Education Training Center.
 - ii. \$75 per reservation block for the Club House.
 - i. Full payment shall be made at the time of the reservation.
 - j. Payments may be refunded as follows:

- i. In full (100%) if the user cancels a reservation at least fourteen (14) days prior to the scheduled event.
 - ii. In partial (50%) if the user cancels a reservation at least seven (7) days prior to the scheduled event.
 - iii. No refund (0%) if the user cancels a reservation within seven (7) days of the scheduled event.
- k. Vendors shall complete and turn in a Range Safety Briefing/Release of Liability acknowledgement form annotating student attendance for each class.
- l. Range fees are charged at a flat rate fee (no “per shooter” charge) as follows:
 - i. \$50 per reservation block on weekdays (8:00 A.M.– 12:30 P.M., 12:30 P.M. – 5:00 P.M., 5:00 P.M. - 9:00 P.M., when available.)
 - ii. \$150 per reservation block on weekends (8:00 A.M.– 12:30 P.M., 12:30 P.M. – 5:00 P.M., when available.)
 - iii. \$50 per reservation block on weekends (5:00 P.M. – 9:00 P.M., when available.)
- m. Full payment is due and shall be paid at the time of reservation.
- n. Payments may be refunded as follows:
 - i. In full (100%) if the user cancels a reservation at least fourteen (14) days prior to the scheduled event.
 - ii. In partial (50%) if the user cancels a reservation at least seven (7) days prior to the scheduled event.
 - iii. No refund (0%) if the user cancels a reservation within seven (7) days of the scheduled event.
 - iv. Ranges reserved by vendors that have under four (4) participants may be refunded \$50 range fee per weekend reservation block upon confirmation of attendance. Failure to turn in a Range Safety Briefing/Release of Liability form will result in the maximum fee charge for the range.
- o. Range fees and rental balances shall be paid before the users leave BCR. If this is not done Failure to fulfill payment may revoke future classes. may not be allowed.
- p. Clubhouse/classrooms and ranges shall be left neat, clean, and orderly with trash picked up and placed in the dumpster before leaving. All classroom chairs and tables shall remain in their respective classrooms (no altering of room capacity.)
- q. Vendors who have reserved shooting ranges are expected to shall police their brass and return all materials (target stands/rails/barrels/etc.) to their original positions.

- r. User group events shall generally be held during normal range hours or by special arrangement with the Range Supervisor.
- s. User groups shall have adequate liability insurance (minimum of \$1 million per occurrence, \$2 million aggregate), naming both EDH and IDFG as named insureds. This provision applies to user groups meeting one or more of the following provisions: commercial entities, whether for profit or non-profit; non-EDH groups shooting on BCR facilities without direct supervision by an EDH or IDFG Range Safety Officer; groups conducting activities not covered by EDH liability insurance; or as determined necessary by EDH. Federal, State, and local government agencies shall address liability through a Memorandum of Understanding (MOU) between the agency, IDFG, and EDH (as applicable.)
- t. Organized local non-profit shooting clubs or organizations may use the clubhouse or Training Center for regularly scheduled meetings at no cost and with no reservation fee, subject to approval by the Range Committee. All other provisions for use of BCR facilities apply, including reservation procedures and cleaning requirements as outlined in the BCR Vendor Agreement.



Range Safety and Operations Plan
Appendix C – Public Shooting Hours of Operation
April 2024

1. Public shooting hours are established as follows:
 - a. From 1 June – 31 October, 8:00 a.m. to 6:00 p.m., Thursday, Friday, Saturday, Sunday
 - b. From 1 November – 31 May, 10:00 a.m. to 5:00 p.m., Friday, Saturday, Sunday.
2. Last admission time is one (1) hour prior to scheduled closing time. Exceptions may be made on an individual basis.
3. BCR will close annually on these days:
 - a. New Year's Eve
 - b. New Year's Day
 - c. Easter Sunday
 - d. Christmas Eve
 - e. Christmas Day
 - f. Spring clean-up day (date to be determined by Range Committee)
 - g. Fall clean-up day (date to be determined by Range Committee)
4. The 500M Range is a major attraction to shooters and as such will be open to the public as much as possible so long as adequate staff is available. At a minimum, the 500M Range will be scheduled to open every Friday and Sunday during normal business hours unless previously scheduled closed for approved events or staffing levels prevent otherwise.
5. Any changes must be approved by the Range Committee before enactment.