

The Corinthian Yacht Club of Philadelphia
2017-2018
Trap Program By-Laws
&
Standard Operating Procedures, Rules & Regulations

The clay target shooting program at the Corinthian Yacht Club (CYC or CYCoP) is designed to provide an opportunity for authorized members, their guests, and guests of the Club to responsibly have access to our facility where they can safely engage in the sport of trapshooting. The clay target shooting program at CYC is a privilege, not a right of membership.¹

1. Facility For Use

Shotgun Ranges to be used for Trap, Wobble, and Doubles Trap.

- a. One permanent and one temporary field located on the western most portion of the club property overlooking the Delaware River. They will be referred to as “Field 1” and “Field 2” respectively.
- b. The throwing machines for both Field 1 and 2 will be oriented to throw targets so that the fields of fire for the shooting stations will not encroach on neighboring properties, docks, or boats.
- c. No instruction will take place on the fields.

Events

- d. **Club Shoots.** Any shoot that takes place on The Corinthian Yacht Club Trap Fields that is limited in attendance to no more than 30 club members and their guests. Priority shall be given to those who timely RSVP to each shoot’s e-mail notice. When CYC hosts a competition shoot at CYC with another club, only members who have a handicap may shoot in such shoots.
- e. **“Home” Competitive Shoots.** Any shoots that take place on The Corinthian Yacht Club Trap Fields that is limited in participation to club members who have a handicap and members of the visiting club.
- f. **Novice Shoots.** A novice shooter is a beginner who has successfully completed at least one safety class session and shot at least one round of trap off Club grounds and has been signed off by the instructor. Novice shoots will be attended by club members or guests who are learning to shoot who are not yet prepared for Club Shoots. Novice Shoots will be marked accordingly on the schedule and there will be an increased safety presence;

¹ Board Ratified 9-14-16

and may include a non-member instructor as an observer. These shoots may also be scheduled when there is an "away" shoot already on the schedule.

- g. **Other.** If applicable, see attached event exception form and safety plan.

Use

- a. Shotgun ranges or trap fields may only be used by club members, their guests, or participants in a special event.
- b. No person who is under the influence of any alcoholic beverages, mood or behavior-affecting substances or medications (prescription or non-prescription) of any sort or who demonstrates any physical or mental limitation may participate in any way in the shooting program at the Corinthian Yacht Club. Persons who, in the sole discretion of the person designated by Trap Committee Chairs to be in charge of the activity of that day, demonstrate any impairment that is deemed to deleteriously affect the integrity of self-control of said person, without regard to the causal elements of such lack of integrity, will be required to cease any and all shooting for the balance of that day's activity.
- c. All shooters are subject to safety check at any time while on Club property.
- d. All shooters must be legally able to own, possess and operate a firearm; and not be a "Prohibited Person" as defined by both state and federal laws.

2. Administrative SOP

Trap House

- a. The Trap House shall be opened for all Trap Shooting events for use as a resting area.
- b. When food service is being offered, it may be served in the Trap House so as to separate it from normal shooting operations.
- c. No storage of firearms or ammunition will be allowed in the Trap House.

Parking

- a. All participants must park their vehicles in an approved area. Upon arrival, all participants will promptly sign in with the cashier for the day. Individual guests must be in the immediate company of their host members. Members shall be held responsible for the personal and behavioral conduct of their guests, and especially with regard to the safe gun handling by each such guest.

Clubhouse & Bathrooms

- b. Restroom facilities will be available at all shooting events, Firearms are prohibited in the restrooms.
- c. Firearms are prohibited in the clubhouse.
- d. Restrooms are located in the main Clubhouse on the ground level.

Staff

- a. The Trap fields and grounds will be run and maintained by the staff of The Corinthian Yacht Club of Philadelphia with the help of the membership.
- b. Operation of the Trap program, machines, and fields will be carried out by appointed staff, RSOs, and cashiers. The appointer of the RSO will be the Trap Executive Committee Co-Chairs. An RSO shall not be a member of the Club. The General Manager of the Club shall appoint the remaining staff.
- c. No less than 4 persons will carry out the operation of both fields at any time. These persons will be at least 2 throwers, 1 RSO, and 1 cashier. The duties of the four positions may be intermixed as to best execute the duties required.
- d. It is preferred that at least 1 person has CPR/ First Aid training and access to the medical supplies and defibrillator located in the Club House.
- e. Staff should include at least one NRA certified Range Safety Officer or Chief Range Safety Officer. This staff member will follow both the SOP and The Corinthian Yacht Club of Philadelphia Trap By-Laws in the best and most efficient way possible to insure the safety and success of the program.

Hours of Operations

- a. At times and under circumstances directed by Club management, shooters may ONLY fire at authorized targets established and/or released in approved places, patterns and circumstances.
- b. Registration for regularly scheduled club shoots will begin one half hour before shoot start.
- c. Safety briefing will begin at the beginning of every shoot, and will be immediately followed by squad 1 starting their first round.
- d. The shooting facility will remain open until all squads have shot their pre-determined rounds.
- e. Hours of operation can be changed at the digression of the RSO or Trap Chairs.
- f. In the event of continued shooting, a second safety brief may need to be performed if the event changes. (Standard Trap to Doubles etc.)
- g. The shooting year and its constituent parts shall be determined by the Trap Executive Committee (with advisory input from the Trap Committee) as the same is appointed by the Commodore with the consent of the Corinthian Board of Directors. The shooting season will generally run from October to April of the succeeding calendar year.

Required paperwork for shooters

- a. Before being permitted to shoot at the Club, all shooters must have current and up to date paperwork filed with the cashier for the day.
- b. Every participant and spectator will sign a release and hold harmless- indemnification waiver at least once each shooting season prior to engaging in any activity during that shooting season.

- c. All shooters must have either a CYCoP handicap, or have proper shooting credentials on file with the cashier, or a satisfactory known ability to either the RSO, Trap Chairs, or cashier.
- d. Before beginning to shoot, all shooters must be assigned to a squad by the cashier; and only the cashier can squad shooters.
- e. It is the responsibility of each shooter to make sure that all of the above and below information is adhered to.

3. Authorized and Prohibited Firearms, Ammunition, and Targets

- a. **Rifles (Centerfire or Rimfire):** Strictly forbidden to be fired under any and all circumstances on yacht club property.
- b. **Handguns:** Forbidden to be fired on club property in conjunction with the Trap Program.
- c. **Shotguns:** May be operated by authorized personnel under the supervision of the RSO. Pump and Auto-loaders require the express permission of the RSO or Trap Committee Chairs as well as compliance with Section 9, Paragraph (p).
- d. **Cannons:** Cannon use is at the discretion of the Waterfront Committee and does not fall within the Trap Program or its actions.
- e. **Ammunition:** All shooters will use house ammunition. The Club will provide ammunition for regular shooting activities.
- f. No ammunition received from the Corinthian Yacht Club shall be taken from the premises by any shooter or participant.
- g. Each shooter shall be personally responsible to insure that their equipment is safe and in good working order, that they are fully capable of operating their equipment and, that they have familiarized themselves with the principles of safe gun conduct and these specific rules of the Corinthian Yacht Club.
- h. All shotguns utilizing release triggers must have a prominent decal or other conspicuous marking on them advising that this gun is so equipped.
- i. Shotguns must be of the sporting type; no home defense, tactical or pistol grips permitted.

Targets

- a. The club targets to be used in all shotgun shooting sports and events are biodegradable targets. Other types of clays can be substituted in at the discretion of the Trap Co-Chairs or the RSO.
- b. **For patterning,** NO Patterning may be permitted on Club property for the 2016-2017 season.
- c. **Explosive targets** are prohibited at any shooting activity.
- d. **Hand thrown targets** are prohibited regardless of the type. The Club does not have sufficient protection or facilities to protect throwers forward of the firing line.
- e.

4. Emergency Action Plan

A. Equipment

- a. Procedure Cards shall be distributed by the RSO to the two throwers and the cashier prior to each shoot. These cards outline each holder's responsibility in case of an emergency. In the

event of an emergency, the sum of the 4 parts will equal the total emergency response plan.

- b. The Trap House shall have an emergency first aid kit befitting of the activities taking place. It is the responsibility of the RSO on duty to be sure that the kit is in its proper location and is stocked prior to shooting.
- c. If an AED is needed, the pre-designated staff member will retrieve it from the Main Clubhouse at the base of the main staircase.
- d. Emergency communication
 - i. During shooting seasons, each range will have a radio that will allow them to communicate with the main office where the hard line telephone will be manned during shooting hours.
 - ii. 911 Can also be dialed from a cellphone provided the caller can accurately describe the address of the Club.

B. Action Plan:

- a. In the event of an emergency, the RSO will initiate the emergency procedure with a single long whistle blast.
- b. Persons who have been issued procedure cards will follow the instruction printed on the back to the best of their ability.
- c. Take charge of the situation & secure the guns & ammunition.
- d. Give immediate first aid to the victim.
- e. If you have a cell phone that works, call 911. Ask them to send EMS to the main entrance of The Corinthian Yacht Club of Philadelphia at 300 West 2nd Street in Essington PA. Staff will already be moving to the entrance of the Club to meet the EMS.
- f. Keep everyone that was at the activity together and ask them not to discuss the incident until someone from The Club is contacted.
- g. Shooters shall not talk to the media at all, awaiting instruction From Trap Committee Chairs.

5. Sign in Procedure and Opening Fields for Shoots

Conduct a range inspection

- a. RSO will conduct a pre-shoot inspection by completing the “daily opening checklist.”
 - i. Daily opening checklist is attached as Appendix 1. Last updated September 2013.
- b. Once ranges have been opened, sign in will proceed in accordance with Section 9.

6. General Range Rules

- a. Once a firearm is brought onto Club property, it is subject to all of the rules described below.
- b. Operation of a firearm is strictly prohibited except under staff supervision and in the ways described in the SOP.
- c. If a shooter does not wish to follow the General Range Rules and Specific Range Rules set forth in this SOP, he or she may choose not to compete or shoot at the club.
- d. Exceptions to the General Range Rules and Specific Range Rules may be made by the RSO or Trap Executive Committee Chairs so long as they do not negatively impact the overall

safety of operations of the fields, safety of the shooter or spectators, safety of the staff, longevity of the equipment, or reputation of the Club.

- e. All applicable rules from the above section 2, Administrative Rules, shall apply.
- f. All firearms must be stored safely. This is also in accordance to the SRR listed below.
- g. Firearms must be carried with actions open or disassembled to and from vehicles as well as to and from shooting stations.
- h. All shooters and spectators will park in the designated parking areas. This is to facilitate emergency services entering and exiting the facility as well as preventing over crowding of the preparatory area.
- i. In the event of a firearm malfunction (cycle interruption):
 - a. The shooter will keep the firearm pointed in a safe direction.
 - b. The RSO will first attempt to talk the shooter through fixing the problem without touching the shooter or the firearm.
 - c. Only after the above two steps fail will the RSO take control of the firearm and attempt to clear or make safe.
 - d. Always check the barrel with a ram-rod after any abnormal discharge.
 - e. Other actions may be necessary and should be taken as needed.
- j. Upon finishing shooting an evolution or before walking between stations, all shooters will open the actions of their firearms, clear, and show safe before proceeding. This action is at the discretion of the Thrower or RSO for the field. This action will be prompted by the command: "Shooters all change."
- k. No alcoholic beverages may be consumed prior or during shooting or are allowed on the trap field or in any designated shooting areas. No one will be allowed to participate in any shooting activity if deemed to be under the influence of alcohol or drugs.

A. NRA Gun Safety Rules

- a. ALWAYS keep the gun pointed in a safe direction.
- b. ALWAYS keep your finger off the trigger until ready to shoot.
- c. ALWAYS keep the gun unloaded until ready to use.
- d.

B. Rules for Using or Storing a Gun

- a. Know your target and what is beyond
- b. Be sure the gun is safe to operate
- c. Know how to use the gun safely

- d. Use only the correct ammunition for your gun
- e. Wear eye and ear protection.
- f. Never use alcohol or drugs (including prescription and over the counter medications) before or while shooting
- g. Store guns so they are not accessible to unauthorized persons.
- h. Be aware that certain types of guns and many shooting activities require additional safety precautions.

C. General Range Safety Rules

- a. Know and obey all range rules
- b. Know where others are at all times
- c. Shoot only at authorized targets
- d. Malfunctions
 - i. Gun Malfunction – signal the Range Officer for assistance
 - ii. Ammunition Malfunction – signal the Range Officer for assistance
- e. Do not handle a gun or stand at the firing line where guns are present while others are downrange.
- f. Stop shooting immediately upon the command “**Cease Firing!**”
- g. Hygiene Guidelines
 - i. Refrain from eating, drinking, smoking or placing your hands in proximity to your mouth or nose while on the range or cleaning a gun.
 - ii. Wash hands with soap and cold water and change and wash clothing after a shooting or gun cleaning session to minimize exposure to airborne particulate lead or solvent and cleaning product residues.
- h. Physical contact – always ask permission before touching any shooter or their firearm.

7. Specific Field Rules

- a. Any infraction of these rules will result in the loss of shooting privileges for the remainder of the day and possible expulsion from the Corinthian Yacht Club Trapshooting program.
- b. Protective glasses and ear protection must be worn while on the trap field and while near any designated shooting areas.
- c. During a trap shoot, no practices may take place on other fields.
- d. At no time will any shooter’s finger be within the trigger guard until the shooter’s shotgun is pointed down range and the shooter is prepared to call for the target.**
- e. When not on station, the gun shall be unloaded and placed on a designated rack. When entering and exiting the shooting areas shooters must ensure that the shotgun is pointed in a safe downward direction, unloaded and the action open.
- f. A shotgun should only be loaded when a shooter is on station and the target area is deemed safe. Shooters shall not close actions until it is that shooter’s time to shoot and their gun is pointed down range.

- g. All shots must be taken from on station. Shooting from off station is strictly prohibited.
- h. No practice swings will be allowed except while on station and only with shotgun unloaded and pointed down range.
- i. At no time will a shooter load more than one shell in a shotgun when shooting singles; or more than two shells if shooting doubles.
- j. Never handle another shooter's gun without permission.
- k. There will be no buying or selling of firearms or parts of firearms on Corinthian Yacht Club property.
- l. It is forbidden to shoot at any live game. It is also forbidden to shoot at any targets other than regulation "trap thrown" clay pigeons.
- m. No other firearms besides a shotgun will be permitted to be shot at the club. No shotguns with a bore larger than 12 gauge will be permitted. Only Club supplied shells may be used.
- n. All non-shooters and/or observers must remain behind the trap field at all times; only individuals that are shooting are permitted on the trap field, unless they have the express permission of the range officer and/or cashier before the round begins. Additionally, only authorized personnel are permitted forward of the 16 yard line.
- o. Be mindful of the gauge you are shooting and make sure you are carrying only that gauge shell.
- p. If a hang fire occurs, remain in place and point gun downrange for at least 30 seconds before attempting to clear the shell.
- q. It is every persons' responsibility to call a ceasefire. In this event, immediately unload your shotgun before stepping back from the line and placing all guns in the gun racks.
- r. During a shoot, only the scorer, RSO or Cashier may stand between the shooters and the green sound wall.

9. Operation of Trap Fields

- a. The RSO or Thrower shall arrive at least one hour before the commencement of the shooting event. He/she shall instruct the persons designated as throwers and RSOs on safety and operating procedures and any special needs for the day, shall insure the placement of all needed equipment at each shooting field so that the referee can properly guide activities on that field and shall insure that each thrower can execute the supervision of each shooting field.
- b. The RSO shall supervise the hoisting of the open range flag (the Jolly Roger, or other flag designated), loading of targets in each trap house, the opening of ammunition and the placement of the same in the designated restricted ammunition area(s), the electrical activation of the trap houses and the placement of orange safety cones in each trap, the placement of sign-in sheets and activity waiver forms in the sign-in area, the designation of

general assembly and maintenance areas, the placement of gun racks and benches and the placement of such other items as will be required for the successful conduct of the event of the day.

- c. The RSO shall supervise the person designated as the cashier. The cashier shall execute all functions required to register shooters and establish handicaps, to review shooting qualifications of the intended shooter, to obtain waivers from shooters and guests, dispense hearing and eye protection as necessary, assign persons to squads, as well as collect and calculate scores and award prizes as the case may be.
- d. At the beginning of each day's activities the RSO or designee of the RSO shall present introductory remarks to the assembled shooters which will include any specific safety issues for the day.
- e. At the conclusion of every day's event the cashier shall collect all forms generated by the cashier's function from that day's activities and shall deliver them to the RSO, who shall cause them to be filed with the Club Manager and copies to the Co-Chairs.
- f. In the event that a "Cease Fire" has been called on any field and the cause of the cease fire requires the attention of the RSO, shooting shall not re-commence on that field until clearance is given by the RSO.
- g. At the conclusion of each day's activity the RSO shall collect all documents prepared by the cashier and shall create a summary of the event on forms provided by the Club, and shall submit these documents to the Club Manager and copies to the Co-Chairs. Additionally, after every shoot the range staff must clean/vacuum out the trap machine boxes.
- h. Shotgun sighting, dry firing, fitting or other activities necessitating the shouldering of a shotgun in a position theoretically preparatory to shooting may ONLY occur when on station and actually about to shoot a round of trap.
- i. Each shooter must lift their gun off of the ground and point it down range before closing the action of said gun in preparation for shouldering the gun. After the preceding shooter has fired the shooter may, shoulder the gun, call for and engage his/her target. Each shooter will, in rotation, engage five targets at each shooting position unless otherwise instructed.
- j. When instructed to change positions shooters shall only move when their guns are open and unloaded. Shooters will ONLY move off of their positions when directed to do so by the thrower or squad leader on that shooting field.
- k. In the event that ANY safety issue becomes apparent to ANY shooter they shall immediately call "cease fire". The thrower and squad leader will assess the situation and if necessary summon the RSO. Upon hearing the call to "cease fire" each shooter shall unload their gun, secure the shell and await further instructions. No one shall reload their gun until so instructed by the thrower and/or squad leader.
- l. In the event that a shooter demonstrates any conduct that, in the sole opinion of a squad

leader or RSO, poses a risk to persons or property, that person will be required to cease participation in the activities of that day, and may be subject to additional remedial or protective steps deemed appropriate under those circumstances before being allowed to subsequently participate in any shooting activities. The decision in this regard shall be final.

- m. In the event that a person attempts to shoot and the gun does not fire the shooter should hold the muzzle pointing down range for thirty seconds, and then may proceed to open the action. If the primer has been visibly struck, the shooter may reload the shell and attempt to fire it once more. The shooter may alternatively request a replacement shell from the thrower. If a shell does not fire on the second attempt, the shooter shall again wait for thirty seconds before opening the action. This defective shell shall then be given to the thrower who shall place it in an appropriate receptacle marked and designated solely for this purpose.
- n. If a shooter has a shell that fires but does not fire with full force and velocity, the shooter shall perform a visual inspection of the barrel of his gun to check for obstructions. Inspections shall be conducted from the breech end of the barrel only. In the case of a slide or auto-loading action the inspection shall be performed from the breech end of the barrel, or by the use of a clearing rod or dowel run through the barrel. This activity will necessitate a call of "cease fire" on that field, with all shooters then unloading their guns, and awaiting further instructions.
- o. In the event that a gun mechanically fails to perform in its designed fashion, the shooter shall immediately insure that the gun is unloaded and shall remove it from the firing line.
- p. Auto-loading shotguns may only be used when they are equipped with devices that will prevent the ejection of spent shells in a fashion that will enter the area surrounding any other shooter.
- q. While not prohibited, participants are urged not to rest opened guns on the toe of their shoe but rather are urged to use the muzzle rests provided at each station.
- r. If any shooter has a question about the application or meaning of any rule set forth herein they shall make a prompt inquiry to the RSO in charge of the facility for that day. All interpretations of the RSO shall be final.

Novice and Inexperienced Shooters

- a. It is the intention of the Corinthian Yacht Club trap program to make the sport of trapshooting available to all interested persons through a comprehensive orientation to the proper methods of safely and courteously handling a shotgun.
- b. At the time of signing in with the cashier, all shooters will present their qualifications and experience with shotguns, and the trap discipline. The cashier, under the supervision of the RSO, will identify novice or inexperienced (NOIS) shooters and may place them in a separate group.
- c. Shooters who present adequate qualifications *prima facie* will be allowed to shoot under the direct supervision of a person appointed by the RSO or cashier to observe this shooter, and to

report to the cashier and RSO as to the apparent ability of said person.

- d. If the person has brought their own gun with them it/they will be examined to determine their knowledge, skill and attitude with respect to said gun. After each NOIS has been cleared with regard to the shotgun to be used and their sufficiency with the gun, they will be permitted to shoot with a squad, under circumstances to be determined by the RSO. In all circumstances, each NOIS must, unless the Cashier and/or ROS determine otherwise, have one approved non-member RSO, or the cashier stand behind/beside them on the firing line for a minimum of three rounds, and for as many rounds as the RSO shall deem necessary, to establish the possession of the requisite knowledge, skills and attitude by the NOIS to allow shooting by said person without such immediate supervision.
- e. No NOIS shall be cleared for shooting with the general group until the RSO has signed off on their successful completion of the full orientation program.
- f. No person who has been cleared to shoot with the general group shall be a squad leader for their first shooting season, unless first expressly so authorized by the RSO.
- g. The Club may, from time to time, schedule novice and inexperienced shooting clinics. These events shall be organized by the Trap Committee and supervised by a RSO, incorporating the operating protocols of these regulations. These clinics will not be attended by shooters who have not completed an off-site shoot as well as a safety brief.

10. Safety Briefing Layout

(minimal suggested – additional topics should be added as appropriate to group & activity)

a. Purpose of the Event & Introduction of Range Staff & Roles:

b. Range Layout & Limits:

- i. Event Staff
- ii. Ready Area
- iii. Firing Line
- iv. Target Area
- v. Impact Area
- vi. Left & right range limits
- vii. Firearms to be used
Other specific to range

Supervision: All firearm shooting must be under the supervision of a 21 (or older) year old adult who holds either a current National Rifle Association Range Safety Officer certification, who is not a member of CYC; or has been deemed to be qualified by Trap Executive Committee Chairs. (list of approved

supervisors in section x).