A C T S	 **Rondeau Rod & Gun Club** 10260 Campbell Line, Blenheim ON N0P 1A0	P R O V E

Club Level Handgun Safety Instructor Manual

CANADIAN SHOOTING SPORTS

February 10, 2003
(Harrowsmith, Ontario)

ACKNOWLEDGEMENTS

I, on behalf of the Canadian Shooting Sports Association, would like to acknowledge the service and dedication of all safety instructors over the past many years. It has been a most worthwhile effort by everyone and the results have shown the instructional quality has paid off in the increased safety for everyone.

In particular I would like to express my thanks and appreciation for the services rendered to the Canadian Shooting Sports Association by the Handgun Safety Amendment Committee and the Proofreaders. It has taken many hours of their valuable time to edit and bring into the new millennium a new Handgun Safety Course.

HANDGUN SAFETY COURSE AMENDMENT COMMITTEE:

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Their dedication and service rendered to the Canadian Shooting Sports Association for this project shows the quality of people who are our members working toward continuing improvement in firearms safety.

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Director, Safety Programs

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SECTION 1

PREAMBLE

In the recent past the Canadian Shooting Sports Association has evolved from the Ontario Handgun Association and its predecessor the Ontario Revolver Association. Our programs required upgrading to meet the standards of today, tomorrow and the future needs of our members.

This program was originally completed and published 25 years ago and set a high standard for shooting safety. It was decided the Handgun Safety Course was in dire need of upgrading and revision. To this end we felt a complete change of direction was required for the future in safety training to meet today's needs, and our future requirements.

The Canadian Firearms Safety Course/Canadian Restricted Firearms Safety Course provided a sound basis upon which to build candidates into safe and proficient firearms shooters. This course is designed as a follow-up training package to the CFSC/CRFSC incorporating a review of that course material, review of the current laws on transportation, safe storage and display of firearms and ammunition, while adding handgun shooting fundamentals, loading and unloading, dry fire and live-fire range exercises.

We are confident you and all future shooters will like and enjoy the program.

The purpose of this training program is:

- To review the ACTS-PROVE method used in the Canadian Firearms Safety Course/Canadian Restricted Firearms Safety Course,
- To prepare. a new shooter to be able to handle and discharge firearms safely at the local gun club and shooting range,
- To introduce the candidates to the application of safe handgun shooting fundamentals,
- It is a required element before an Application for Authorization To Transport can be processed by the local club,
- It is NOT intended as a marksmanship course but only an introduction in how to handle and discharge firearms safely, for fun and With some basic accuracy.

GUIDELINES FOR HANDGUN SAFETY TRAINING

Before a club may recommend an applicant for any Authorization to Transport restricted firearms or prohibited handguns to an approved shooting range, the executive of that club must be able to state that, to the best of their knowledge,

- The applicant is knowledgeable in the safe use and handling of restricted firearms.
- The applicant has undergone a course of instruction and is aware of all range safety rules at his/her shooting range.
- The applicant has been provided with and understands the constitution and bylaws governing the club's operation.
- The applicant has demonstrated through the actual live firing exercises **UNDER SUPERVISION,** that he/she is reasonably proficient in the use of restricted firearms, that the applicant has been observed implementing firearms and range safety practices.

COURSE OUTLINE

The Handgun Safety Course is a one day course, made up of classroom lectures, practical firearms handling and live fire shooting range exercises.

The course may be delivered in a one day session or broken down into 2-4 hour sessions over two or three days. It is anticipated it may take some instructors longer than one day to cover the material.

The written test answers consist of a short sentence, true/false, multiple choice questions followed by a practical handling test.

The minimum passing score is 90% for both written and practical tests.

At the conclusion of the live fire practice there will be a live fire shooting test with a minimum passing score often shots out often shots fired on the target from a distance of ten metres/yards.

It is anticipated that some individuals will take longer to achieve the live fire shooting standard. Therefore, coaching of individuals will be part of the instruction in the classroom and on the shooting range.

ADMINISTRATION

At the commencement of this course all candidates will be given a Course Registration Form and Probationary Letter which is to be filled out by the candidate. Make sure each candidate includes his/her Canadian Shooting Sports Association number as it is required for computer tracking purposes.

At the conclusion of the course the Club Level Safety Instructor(s) shall keep the following records on file at the local gun club.

> Candidate Course Registration Form or Name, Address, Phone No., CSSA No. Written Test Results, signed by the instructor(s), dated Practical Test Results, signed by the instructor(s), dated Live Firing Test Target, signed by the instructor(s) and shooter, dated Candidate Evaluation, recommendations or Comments, signed by the instructor(s) and dated.

The local gun club Executive must be able to produce these documents if requested by Canadian Shooting Sports Association or the Chief Firearms Office.

Each Club Level Safety Instructor shall keep his/her lesson plan/guide for future reference along with any notes made during the course. Each time the Lesson Plan is used or amended it shall be date at the time of use or amended.

LOCAL GUN CLUB TO SUPPLY

The local gun club hosting the course must supply the following.

1. Classroom area with tables and chairs
2. Club Constitution and By-Laws
3. Club Range Safety Rules
4. Approved Shooting Range for Restricted Firearms/Prohibited Handguns
5. Firearms and dummy ammunition for the classroom, live fire training and testing
6. Targets, Target Frames and/or Target Holders
7. Washroom(s)
8. Location for lunch

CANDIDATE EQUIPMENT

Each candidate shall supply or be supplied with the following items.

1. Eye and Hearing protection
2. Writing paper
3. Pen/Pencil

INTRODUCTION – Opening Statement

This training course was prepared by the Canadian Shooting Sports Association. It is one of the steps toward your Application for an Authorization to Transport.

This is a one day course and will be a hands-on type of learning with some review of previous knowledge. It is anticipated that all Ontario gun clubs will provide this course at the local gun club level after individuals successfully complete the Canadian Firearms Safety Course/Canadian Restricted Firearms Safety Course and tests.

The CFSC/CRFSC provides a sound basis upon which to build candidates into safe and proficient firearms shooters and handlers. This course is designed as a follow-up training package to the CFSC/CRFSC incorporating a review of that course material including Transportation, Safe Storage and Display of Firearms and Ammunition, while adding handgun nomenclature, loading, unloading, handgun shooting fundamentals, ammunition components, dry fire and live fire range exercises.

At the conclusion of the classroom portion there will be a Written Test followed by a Practical Handling Test. There will also be a Live Firing Test at the shooting range.

Before commencing any instruction the following DECLARATION shall be read to the class.

DECLARATION

DOES ANYONE HAVE ANY LIVE AMMUNITION?

IF SO, GET RID OF IT NOW!

OBJECTIVES:

At the conclusion of this course each candidate will be able to:

- Demonstrate the safe handling of firearms and ammunition by applying the **ACTS – PROVE** method,
- Correctly load all firearms present using snap caps or dummy ammunition by applying the ACTS – PROVE method,
- Correctly unload all firearms present by applying the ACTS – PROVE method,
- Correctly demonstrate the application of the handgun shooting fundamentals during dry fire and live fire range exercises,
- Safely demonstrate loading and unloading during dry fire and live fire range exercises,
- Adhere to all safety rules, range commands and range procedures,
- Show knowledge of the laws pertaining to the safe storage, transportation and display of restricted firearms/prohibited handguns,
- Show knowledge and use of red/green flags and red/green lights used on the shooting range,
- Show knowledge of target frame construction and placement on the shooting range,
- Show knowledge of the basic principles of shooting range safety,
- Achieve the minimum score in the written and practical tests, and
- Meet the minimum requirements of the live fire range exercises,

According to the Canadian Shooting Sports Association Handgun Safety Course Standards

FIREARMS DEFINITIONS:

AMMUNITION: A cartridge containing a projectile designed to be discharged from a firearm. This includes case1ess cartridges and shot shells.

NON-RESTRICTED FIREARMS:

Means a firearm that is neither a prohibited nor a restricted firearm.
Generally, firearms commonly used for hunting or sporting purposes such as target shooting are included in this class.

EXAMPLES: rifles, and shotguns

RESTRICTED FIREARMS:

In general, individuals may possess restricted firearms for one or more of the following reasons:

Lawful profession or occupation,
Target practice or competition,
As part of a gun collection or,
In some cases, for protection of life

EXAMPLES of Restricted Firearms are:

- A handgun which is not a prohibited firearm
- A firearm that is not a prohibited firearm, has a barrel less than 470 mm in length, and discharges centre fire ammunition in a semi-automatic manner
- A firearm that is designed or adapted to be fired when reduced to a length of less than 660 nun by folding, telescoping or otherwise; and
- A firearm of any kind that is prescribed by regulation to be a restricted firearm.

PROIDBITED HANDGUNS:

Prohibited handguns are defined in section 12(6) of the Firearms Act of Canada as Follows:

- Handguns with a barrel length equal to or less than 105 nun,
- Handguns designed or adapted to discharge, a .25 or .32 calibre cartridge.

Generally, these firearms are prohibited from ownership by new shooters in Canada. In order to be grandfathered to possess and/or acquire such firearms, you must have continuously owned one since December 1, 1998.

PROHIBITED FIREARMS

A firearm that is adapted from a rifle or shotgun, whether by sawing, cutting or any other alteration, and that, as, so adapted:

- Is less than 660nlm in length, or
- Is 660mm or greater in length and has a barrel less than 457mm in length
- An automatic firearm,, whether or not it has been altered to discharge only one projectile with one pressure of the trigger, or
- Any firearm that is prescribed to be a prohibited firearm.

PROIDBITED AMMUNITION:

Individuals cannot acquire prohibited ammunition. Depending on the nature of their duties, employees of businesses and carriers, and public officers (police or peace officer, firearms officer, prescribed employees of a federal, provincial or municipal government) may possess prohibited ammunition.

EXAMPLES of Prohibited Ammunition;

Ammunition prescribed by regulation as prohibited ammunition such as

- Any cartridge than can be fired from a commonly available semi-automatic handgun or revolver and has a projectile specifically designed to penetrate body armour;
- Any projectile that can ignite on impact, is made to be used in or with a cartridge, and is

PROIDBITED AMMUNITION (cont):

- Mot more than 15 mm in diameter;
- Any projectile that can explode on impact, is made to be used in or with a cartridge, and is

PROIDBITED AMMUNITION (cont):

- Mot more than 15 mm in diameter; and
- Any cartridge that can be fired from a shotgun and contains projectiles, known as
- Flechettes or any similar projectiles.

CARTRIDGE MAGAZINE:

Means a device or container from which ammunition may be fed into the firing chamber of a firearm.

CARTRIDGE MAGAZINE CAPACITY – PROHIBITED DEVICES:

Any cartridge magazine that is capable of containing more than 10 cartridges of the type which the magazine was originally designed and that is designed or manufactured for use in a semi-automatic handgun that is currently available in Canada.

SAFE STORAGE & DISPLAY: Firearms and Ammunition

An individual may store a restricted firearm and/or prohibited handgun only if

a) It is unloaded:
b) It is...
    i. Rendered inoperable by means of a secure locking device and stored in a container, receptacle or room that is kept securely locked and that is constructed so that it cannot readily be broken open or into, or

    ii. Stored in a vault, safe or room that has been specifically constructed or modified for the secure storage of restricted firearms and that is kept securely locked; and

a) It is not readily accessible to ammunition, unless the ammunition is stored, together with or separately from the firearm, in

    i. A container or receptacle that is kept securely locked and that is constructed so that it cannot readily be broken open or into, or
    ii. A vault, safe or room that has been specifically constructed or modified for the secure storage of restricted firearms and that is kept securely locked.

An individual may display a restricted firearm or a prohibited firearm in a dwelling house only if...

a) The restricted firearm or prohibited firearm is unloaded;

b) The restricted firearm or prohibited firearm is rendered inoperable by means of a secure locking device;

c) The restricted firearm or prohibited firearm is securely attached to a non-portable. structure in such a manner that it cannot be readily removed;

d) The restricted firearm or prohibited firearm is not displayed with and is not readily accessible to ammunition that can be discharged from it.

DISPLAY (Cont).

An individual may **display** a restricted firearm or prohibited firearm in a place other than a dwelling-house only if it:

a) Is unloaded

b) Is rendered inoperable by means of a secure locking device

c) Is securely attached to a structure on which it is displayed by a chain, metal cable or similar device in such a manner that the restricted firearm/prohibited firearm cannot readily be removed; and

d) Is not displayed with and is not readily accessible to ammunition that can be discharged from it, unless the ammunition is displayed in a container or receptacle that is kept securely locked and that is constructed so that is cannot readily be broken open or into.

SECURE LOCKING DEVICES:

"**Secure locking device**" means a device

a) That can only be opened or released by the use of an electronic, magnetic or mechanical key or by setting the device in accordance with an alphabetical or numerical combination; and,
b) That, when applied to a firearm, prevents the firearm from being discharged.

WEAPON: means anything used, designed to be used or intended for use

a) In causing death or injury to any person, or
b) For the purpose of threatening or intimidating any person and, without restricting the generality of the foregoing, includes a firearm.

TRANSPORTATION

An individual may transport a restricted firearm/prohibited handgun only if

a) It is unloaded;
b) It is rendered inoperable by means of a secure locking device;
c) It is in a locked container that is made of an opaque material and is of such strength, construction and nature that it cannot readily be broken open or into or accidentally opened during transportation.

You may leave the locked container (carrying the restricted firearm/prohibited handgun) in an unattended vehicle's securely locked trunk or similar compartment.
If the unattended vehicle does not have a securely locked trunk or similar compartment, lock the vehicle, and leave the locked container out of sight.

UNATTENDED: in respect of a vehicle, means that the vehicle is not under the direct and immediate supervision of a person who is 18 years of age or older or whom a licence has been issued under the Act.

UNLOADED: In respect of a firearm, means that any propellant, projectile or cartridge that can be discharged is not contained in the breech or firing chamber of the firearm nor in the cartridge magazine attached to or inserted into the firearm.

VEHICLE: Means any conveyance that is used for transportation by water, land or air.

APPROVED: Means approved under section 29 of the Act
NOTE: All shooting ranges must be **"APPROVED"** by the Chief Firearms Office, Ontario. RESTRICTED FIREARMS/PROHIBITED HANDGUNS can be discharged on ranges **"APPROVED FOR THEIR USE".** RESTRICTED FIREARMS/PROHIBITED HANDGUNS cannot be transported to a range that is approved for RIFLE ONLY as those ranges are not approved for restricted firearms/prohibited handguns. Some ranges are "combined" ranges. Check the approval certificate and make sure.

SHOOTING CLUB: Means a: non-profit organization whose activities include target practice or target shooting competitions using restricted firearms or prohibited handguns at an identified approved shooting range.

SHOOTING RANGE: – means a place that is designed or intended for the safe discharge, on a regular structured basis, of firearms for the purpose of target practice or target shooting competitions.

SECTION 3

SAFETY RULES – CANDIDATES and INSTRUCTORS

1. Treat all firearms as though loaded until personally proven otherwise.

2. All candidates and instructors will apply the **ACTS – PROVE** method when handling firearms.

3. All candidates and instructors will inspect all dummy ammunition, snap caps and/or empty casings used in the classroom to make sure it is *'in* fact dummy ammunition, snap caps and/or empty casings.

4. When participating in the live fire portion of this course all firearms will be proven safe prior to shooting by applying the **ACTS – PROVE** method.

5. When moving a firearm from one position to another it will be unloaded and with the action open.

6. Firearms will only be loaded on command of the Range Safety Officer.

7. Eye and hearing protection shall be worn by everyone present when live firing is in progress.

8. All instructors and candidates shall maintain muzzle control of firearms at all times.

9. Safety is everyone's business, **THINK SAFETY** at all times.

REVIEW ACTS – PROVE – CFSC / CRFSC

REVIEW	A C T S
A	Assume every firearm is loaded.
C	Control the muzzle direction at all times.
T	Trigger finger must be kept off the trigger AND out of the trigger guard.
S	See that the firearm is unloaded – PROVE it safe.

REVIEW ACTS – PROVE – CFSC / CRFSC

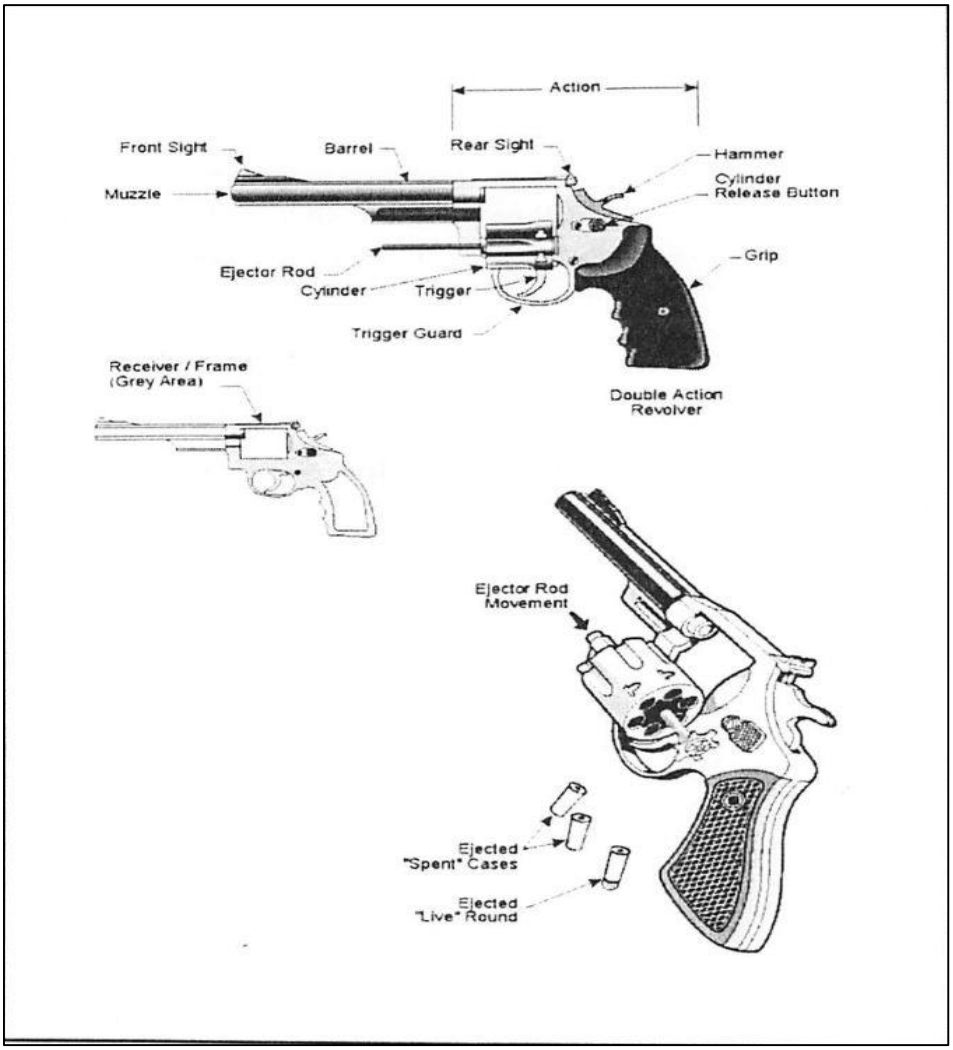
REVIEW	P R O V E
P	Point the firearm in the safest available direction.
R	Remove all cartridges.
O	Observe the chamber(s) or cylinder.
V	Verify the feeding path.
E	Examine the bore.

SECTION 4

NOMENCLATURE:

DOUBLE ACTION, SWING OUT CYLINDER REVOLVER

Figure 1 – Double Action, Swing-Out Cylinder Revolver – CRFSC – OHT 4-8



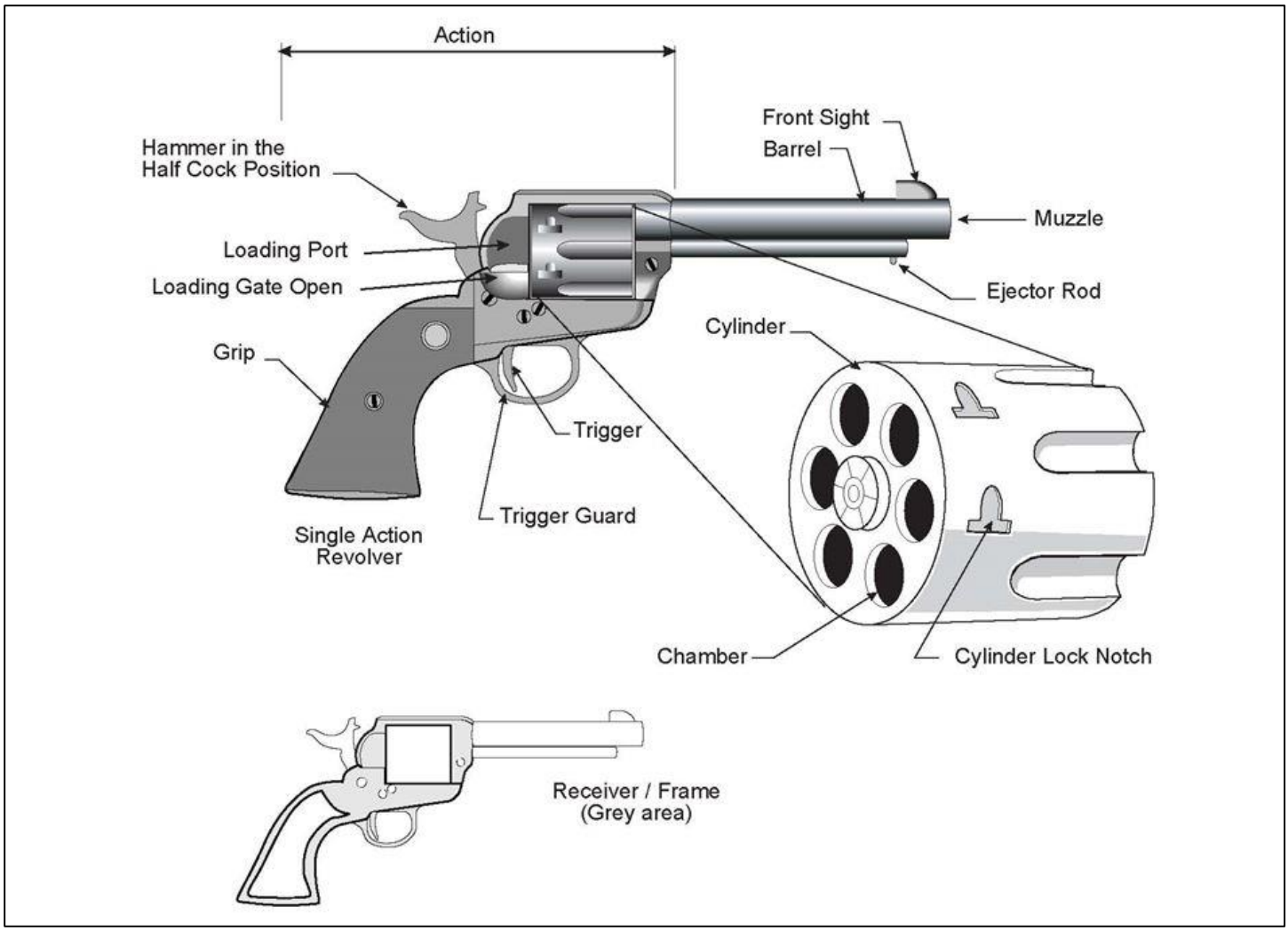
NOTE:

Smith & Wesson	PUSH	– Cylinder Release Latch – FORWARD
Taurus	PUSH	– Cylinder Release Latch – FORWARD
Colt	PULL	– Cylinder Release Latch – TO REAR
Ruger	PRESS	– Cylinder Release Latch – INTO FRAME
Dan Wesson	PULL	– Cylinder Release Latch – DOWN

NOMENCLATURE

SINGLE ACTION REVOLVER

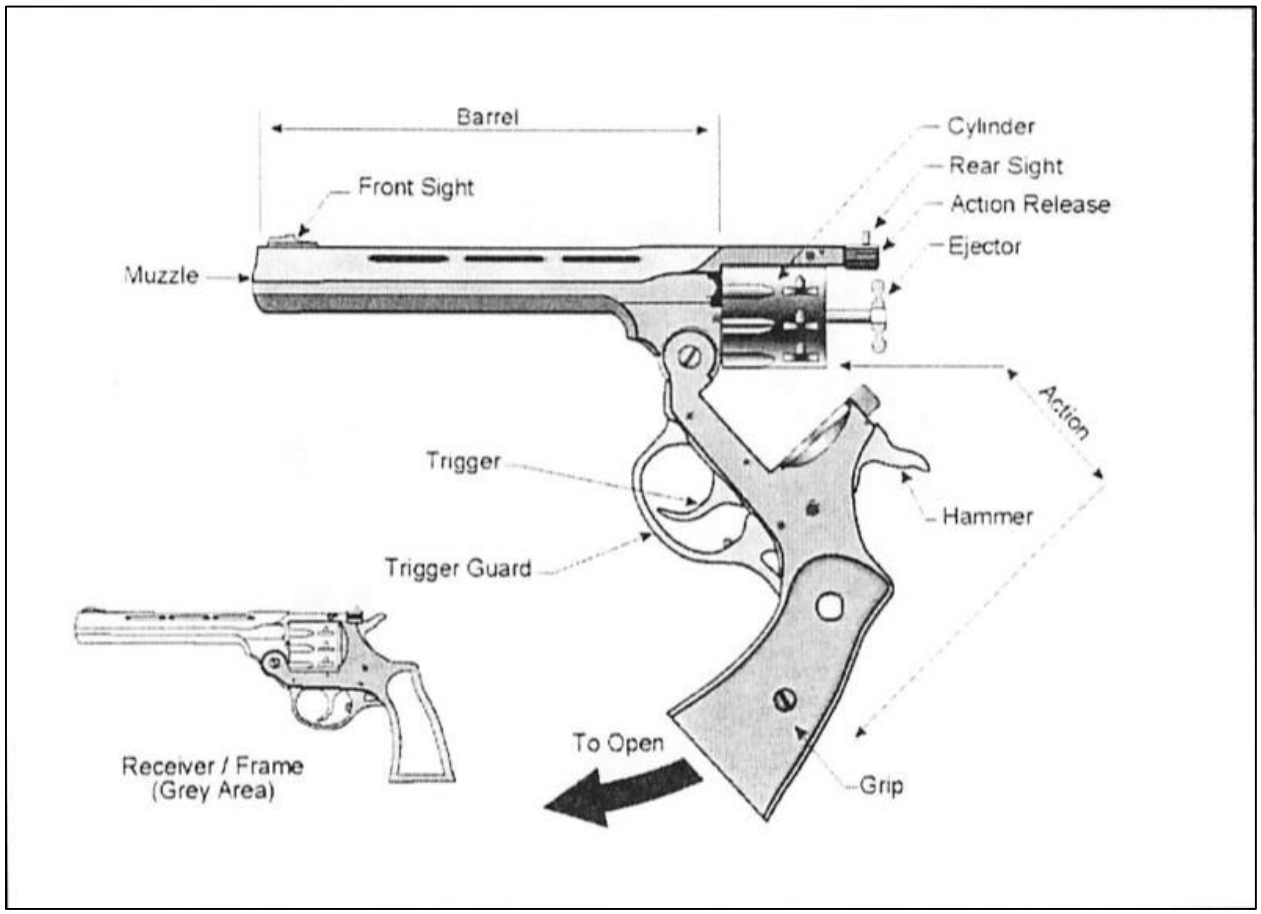
Figure 2 – Single Action Revolver – CRFSC – OHT 4-19



NOMENCLATURE

TOP BREAK REVOLVER

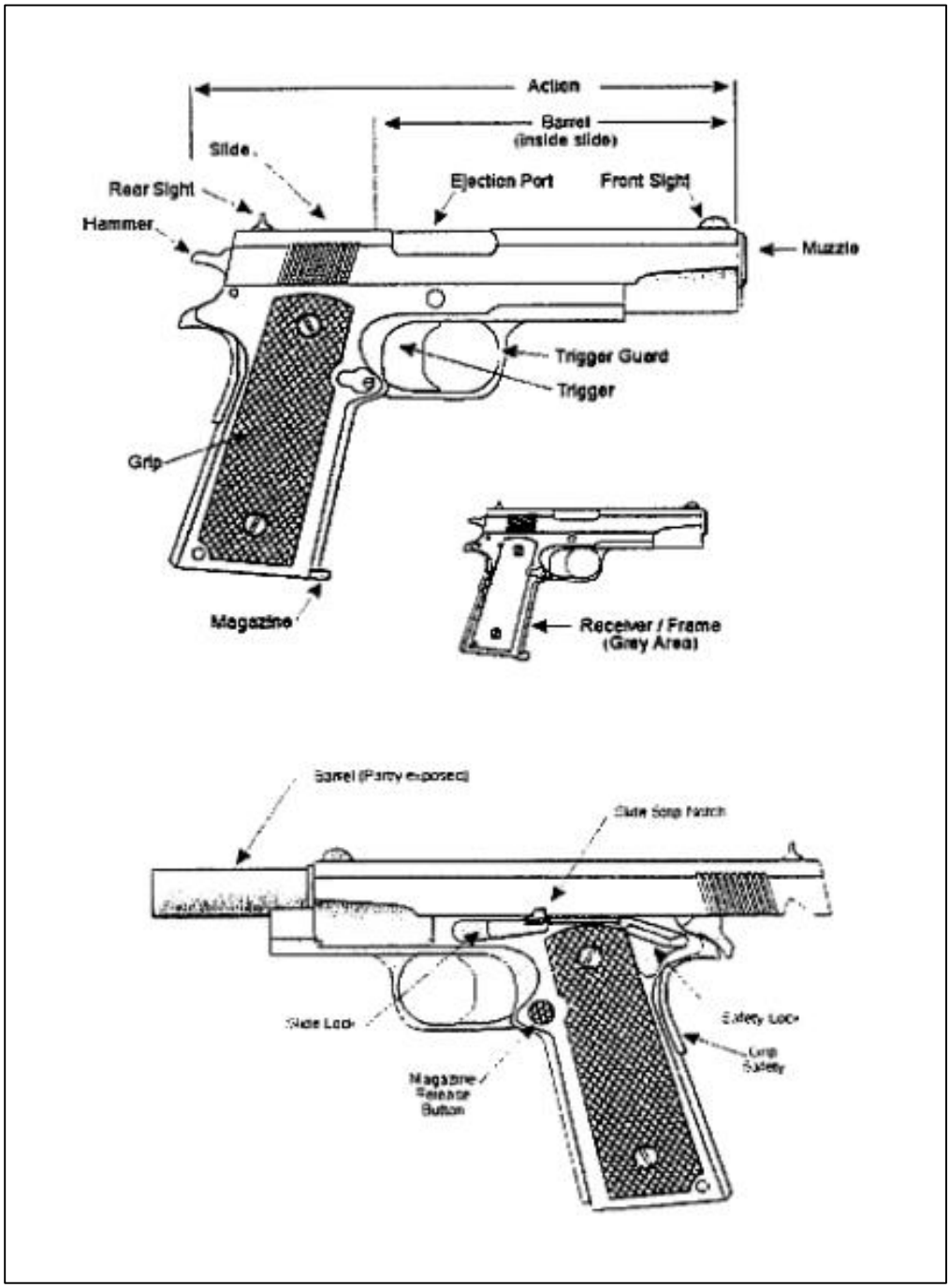
Figure 3 – Top Break Revolver – CRFSC – OHT 4-9



NOMENCLATURE

SEMI-AUTOMATIC PISTOL – SINGLE ACTION

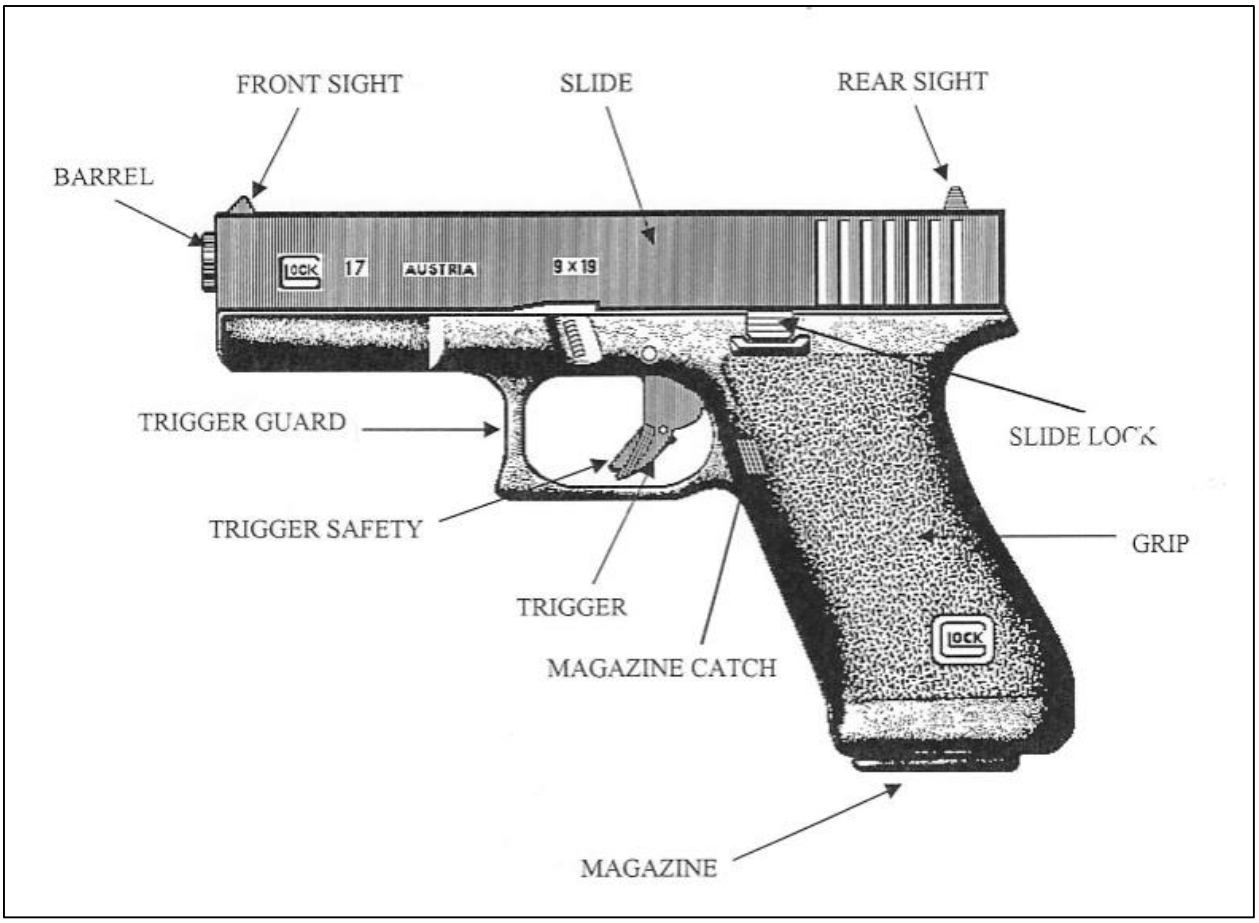
Figure 4 – Semi-Automatic Pistol – Single Action – OHT 4-10



NOMENCLATURE

SEMI-AUTOMATIC PISTOL – SAFE ACTION

Figure 5 – Semi-Automatic Pistol – Safe Action – CRFSC – OHT 4-12



NOMENCLATURE

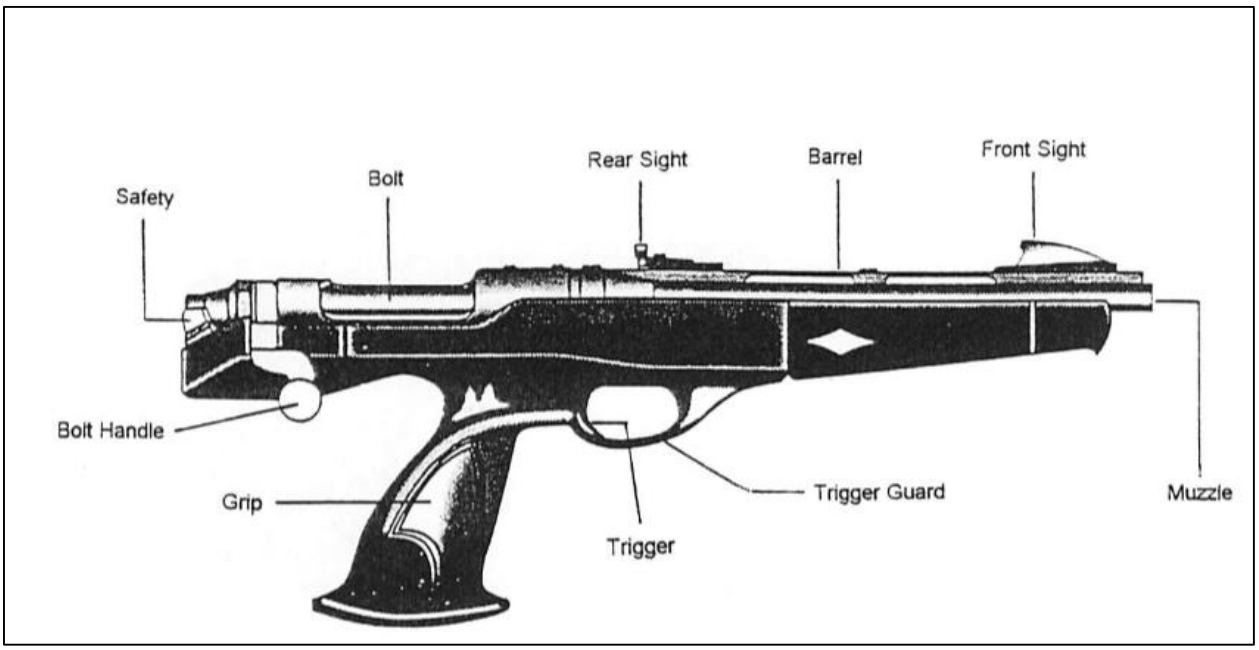
SEMI-AUTOMATIC PISTOL – DOUBLE ACTION

Figure 6 – Semi-Automatic Pistol – Double Action – CRFSC – OHT 4-21

NOMENCLATURE

SINGLE SHOT PISTOL – BOLT ACTION

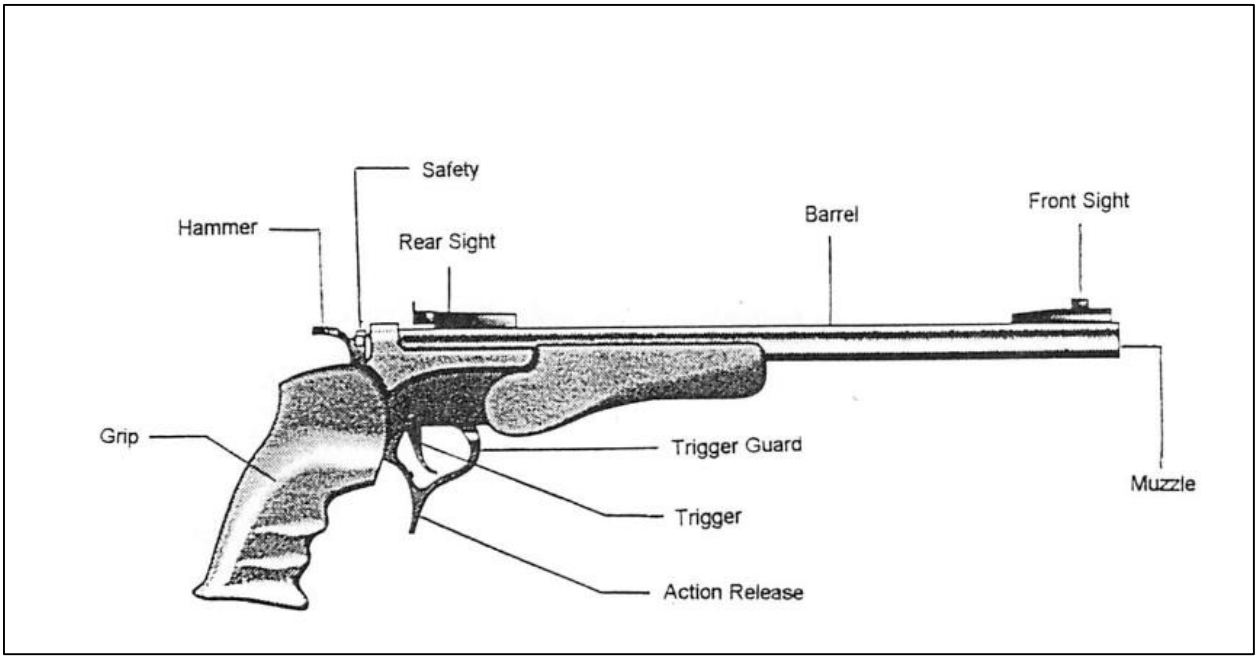
Figure 7 – Single Shot Pistol – Bolt Action – CRFSC – OHT 4-14



NOMENCLATURE

SINGLE SHOT PISTOL – BREAK OR HINGE ACTION

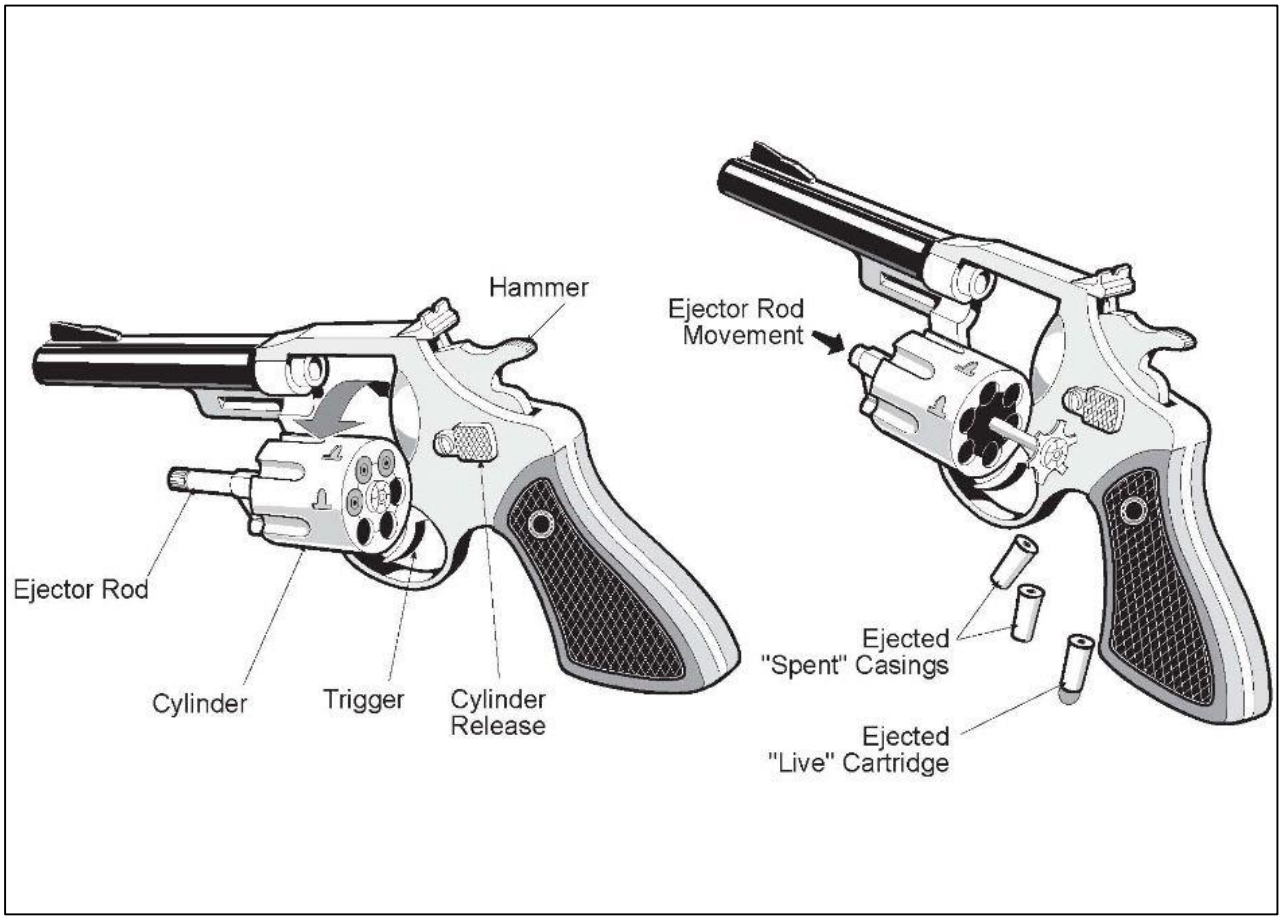
Figure 8 – Single Shot Pistol – Break Or Hinge Action – CRFSC – OHT 4-15



NOMENCLATURE

Revolver CRFSC

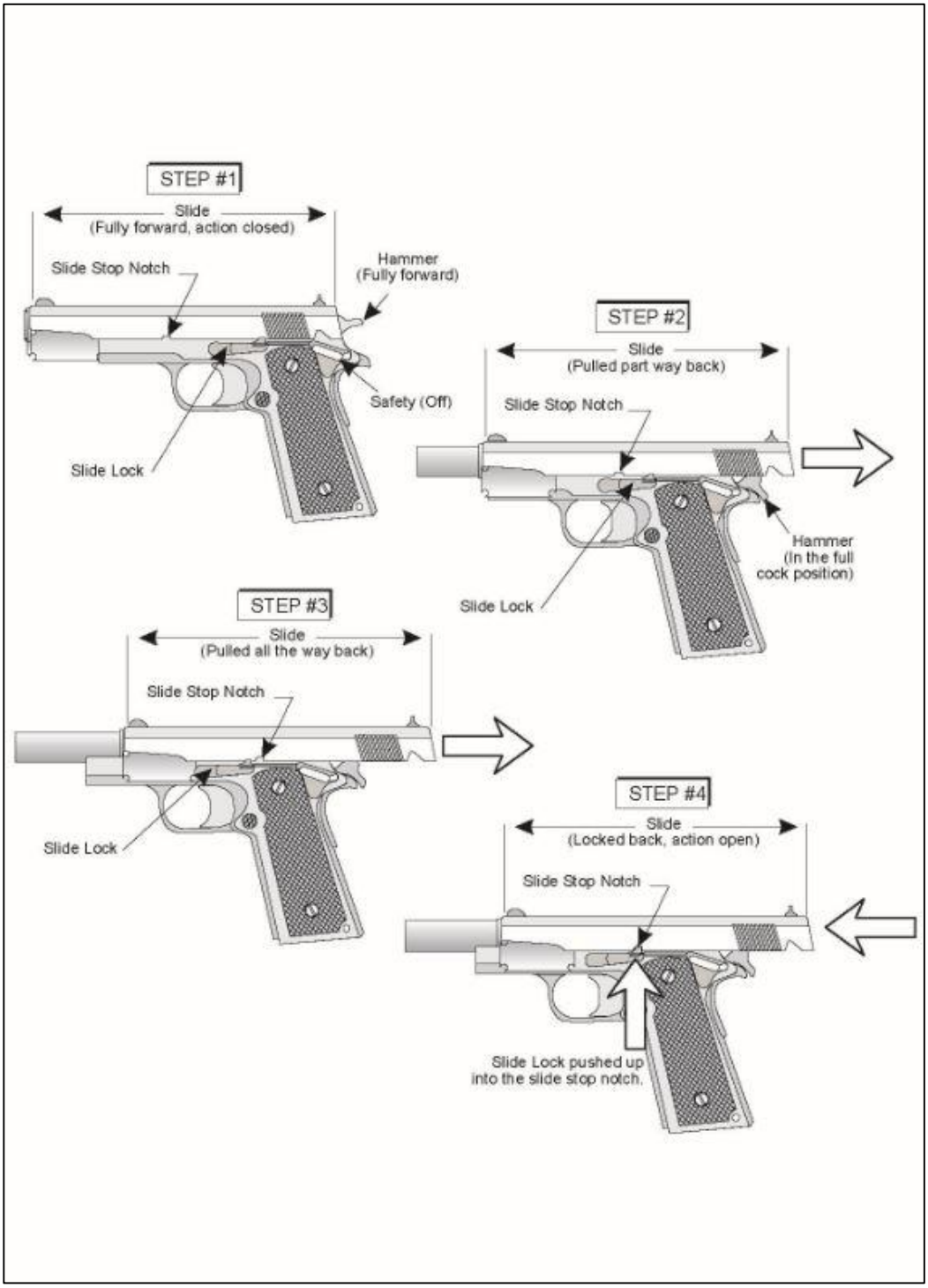
Figure 9 – Revolver – CRFSC – OHT 5-2



NOMENCLATURE

Semi-Automatic – Slide Operation

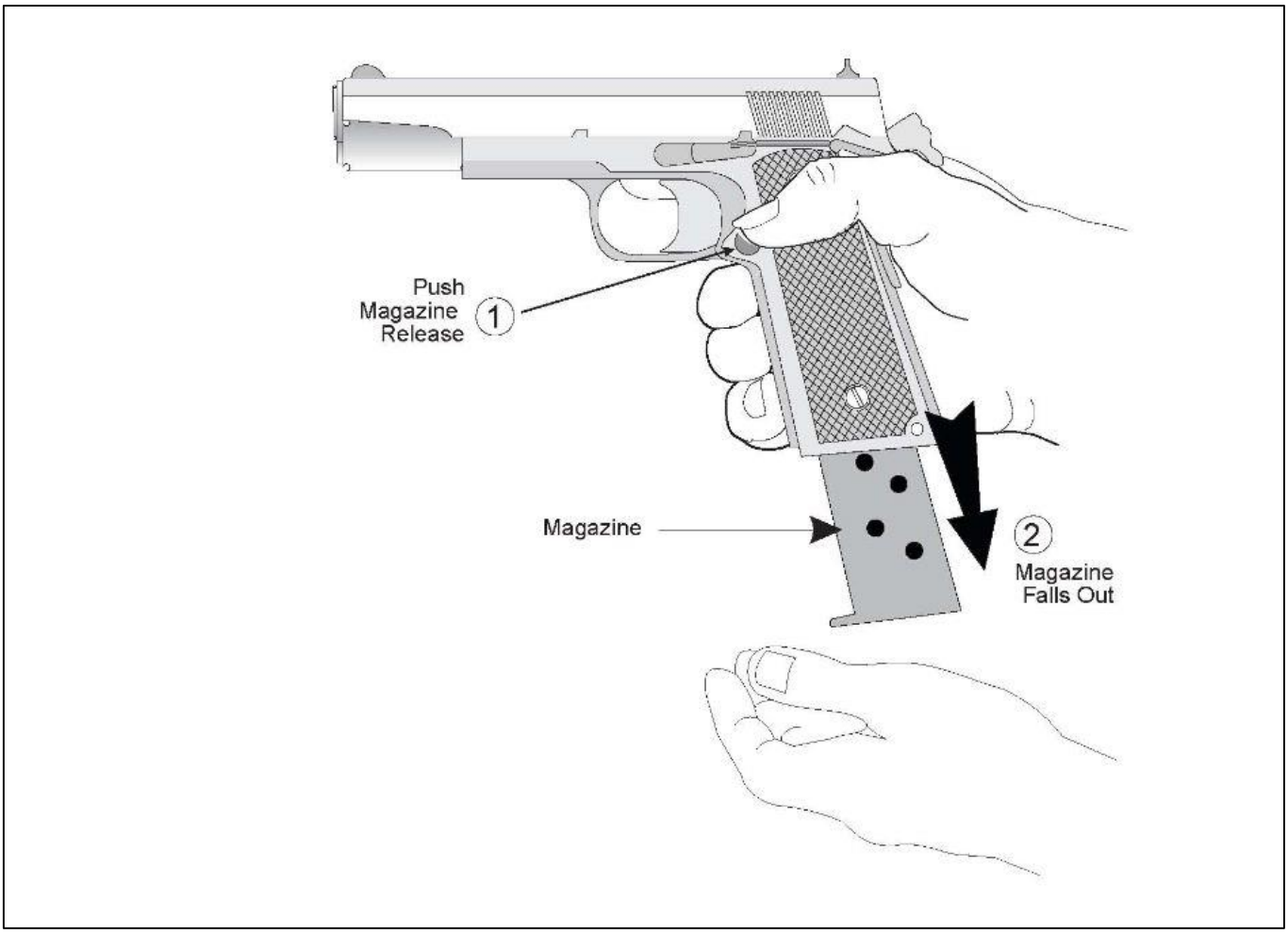
Figure 10 – Semi-Automatic – CRFSC – OHT 4-23



NOMENCLATURE

Semi-Automatic – Magazine Release

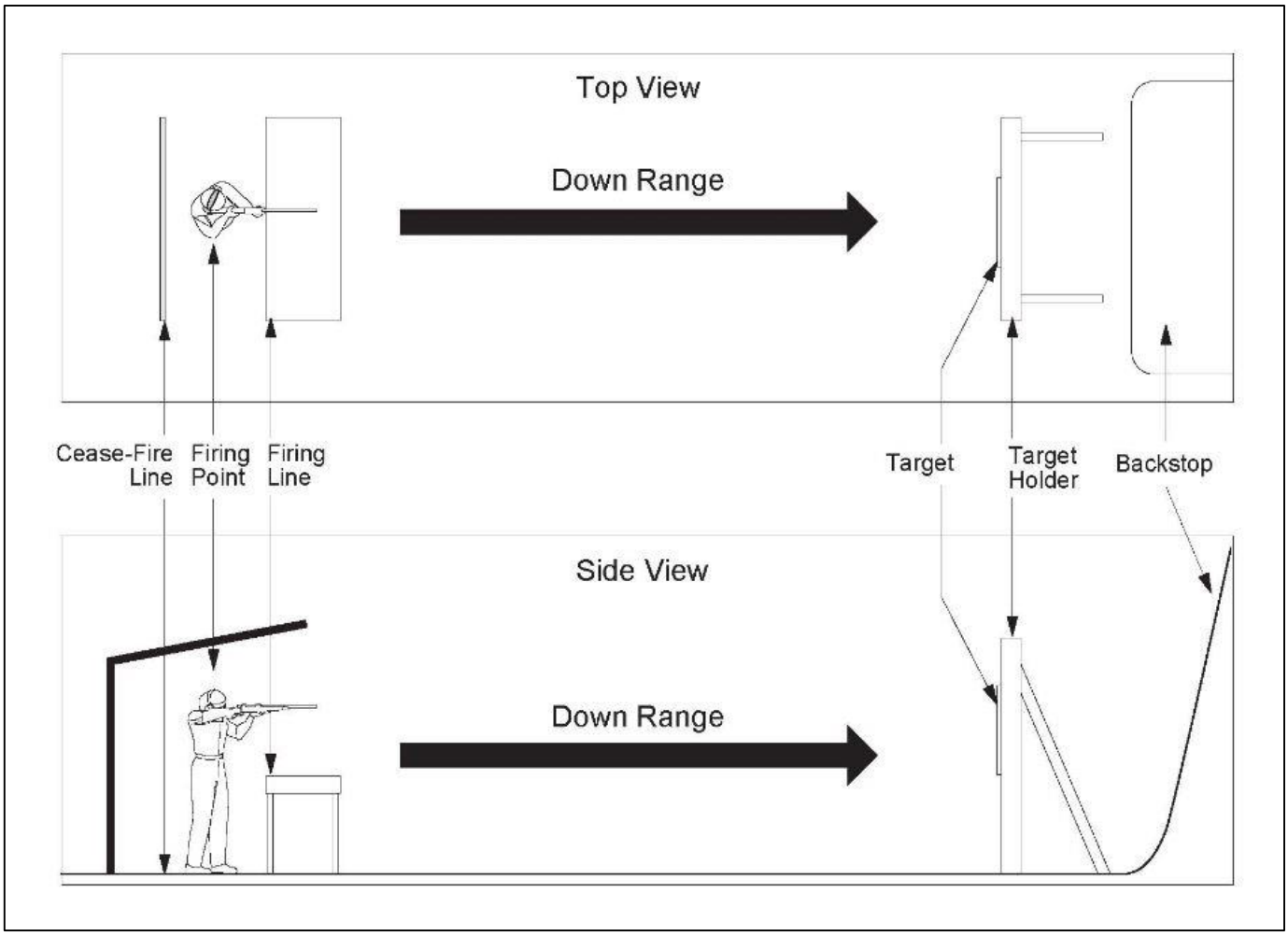
Figure 11 – Semi-Automatic – Magazine Release – CRFSC – OHT 4-22



NOMENCLATURE

Range Diagram – CRFSC

Figure 12 – Range Diagram – CRFSC – OHT 5-1



SECTION 5

SINGLE ACTION – Revolver

In a revolver SINGLE ACTION means to cock the handgun with a "single" movement and "fire" the handgun with another single movement. Therefore to "cock" and then "fire" SINGLE ACTION

DOUBLE ACTION – Revolver

In a revolver DOUBLE ACTION means to combine the two actions of "cocking and firing the handgun" Therefore double the action with one pull of the trigger.

SINGLE ACTION – Semi-Automatic Pistol

In a semi-automatic pistol the handgun has to be "cocked" before it can be "fired" in a similar manner as the single action revolver. This can be accomplished by manually cocking the hammer or pulling the slide to the rear and releasing it when the single action semi-automatic pistol is loaded the slide is operated to place a cartridge in the chamber and this action will cock the handgun.

DOUBLE ACTION– Semi-Automatic Pistol (or Safe Action Pistol)

In this type of handgun the loading sequence is as follows. Pull the slide to the rear and release it. This places a cartridge in the chamber and the action in the ready to fire position. The longer trigger pull "cocks" and "fires" the action with one pull of the trigger. All subsequent trigger pulls are identical as the hammer does not stay cocked after the firearm is discharged.

NOTE: The GLOCK series of semi-automatic pistols are known as "safe-action pistols" as their safety system is built inside the action.

DOUBLE ACTION I SINGLE ACTION – Semi-Automatic Pistol

In this type of handgun the first shot is a double action pull and each subsequent shot is single action. The hammer remains cocked to the rear after each shot because the cyclic action cocks the handgun as the slide moves to the rear. The subsequent trigger pulls are all of the single action type.

BOARDING HOUSE LIFT

This is the safest method of picking up a firearm without touching the trigger and still "maintaining muzzle control"

The "BOARDING HOUSE LIFT" can be applied with either hand.

PROCEDURE

- MAINTAIN MUZZLE CONTROL
- From above the firearm, in a crane like manner, pick up the firearm with the non-dominant hand.
- KEEP YOUR FINGER(S) OFF THE TRIGGER.
- GRIP the firearm with the dominant hand.
- Carry out **ACTS – PROVE**
- Place the firearm on the shooting bench or table with the muzzle pointed downrange or in the safest available direction away from others.
- Leave the action open.

PUSH, PULL, PRESS:

To open the action or remove the source of the ammunition in any firearm you will need to apply the following words.

	"PUSH"	**"PULL"** **"PRESS"**
E.g.	a Double Action Revolver	– PUSH, PULL or PRESS the cylinder release latch or action release to open the action and expose the cylinder.
	A Single Action Revolver	– PULL open the loading gate to the side.
	A Top Break Revolver	– PUSH or PULL the action release to open the action and expose the cylinder.

PUSH, PULL, and PRESS (cont.):

A Semi-Automatic Pistol	- Locate and PUSH, PULL or PRESS the magazine release button and remove the magazine. - PULL the slide to the rear.
A Single Shot Pistol	- Locate and PUSH PULL or PRESS the action opening device or PULL up and PULL back on the bolt.

CARRYING AN UNBOXED HANDGUN

When you transport your handgun to and from the shooting range it is .secured in a locked container as required by law. The following method prevents the handgun from being unnecessarily waived around and muzzle control is maintained.

PROCEDURE

- Place the: locked container ·on the shooting bench.
- Remove the firearm from the container using the BOARDING HOUSE LIFT and place it on the shooting bench or table.
- MAINTAIN MUZZLE CONTROL away from others.
- Remove the trigger locking device.
- Keep your finger off the trigger.
- Carry out ACTS - PROVE.

When transferring a firearm from one person to another person the following procedure shall be followed.

- Ask permission from the owner before proceeding further.
- If permission is granted then proceed as follows.
- The possessor or owner shall **ACTS-PROVE** the firearm safe.
- The Double Action Revolver Cylinder shall be open, the Single Action Revolver shall have the loading gate open and the hammer in the half cock notch, the Semi-Automatic' Pistol Slide locked open with the magazine removed and the Single Shot Handgun action open with. the chamber exposed.

TRANSFERRING – One Person to another Person (cont.)

- The possessor or owner places the firearm on the bench or table muzzle pointed down range or pointed in the safest available direction and away from others.
- The next person taking possession shall **ACTS–PROVE** the firearm safe before any.
- Further action(s) are considered or started.

SECTION 6

AMMUNITION COMPONENTS

All common cartridges used in modem handguns consist of four basic components.

- CASING The exterior cover or container
- PRIMER The ignition source
- POWDER The propellant
- BULLET The projectile

CASING The exterior cover or container usually made of brass which holds the PRIMER, POWDER and the BULLET or PROJECTILE. Some cartridge manufacturers use other metals in their casings.

PRIMER The ignition source Which starts the POWDER burning and is found in the centre of the casing base (centre fire) or in the rim of the casing base (rim-fire)

POWDER The component inside the casing which when ignited, burns creating hot gases and high pressure.

BULLET The projectile inserted into the mouth of the casing and on which the burning powder gases exert great pressure.

SEE APPENDIX "C" - AMMUNITION COMPONENTS DIAGRAMS

HEAD STAMPS

Critical information can be found on the "head stamp" of most modem commercial ammunition. This "head stamp" information is located on the rear of the cartridge' casing which faces the shooter. It will indicate the calibre and ammunition manufacturer.

The .22 calibre and some '.22 Magnum' ammunition rarely have a "head stamp" indicating the calibre but may have a manufacturer's name or trade mark only.

Most military ammunition will have no "head stamp" indicating the calibre but may have the manufacturer's trade mark and date. With Canadian military ammunition there will also be a NATO mark and date. To find out the calibre you will need" to consult the box in which the ammunition came. Some military ammunition may not be suitable for your civilian firearm yet be of similar calibre. CAUTION

FIREARM DATA STAMP (BARREL DATA STAMP)

The "firearm data stamp" can be found on all modem commercial firearms. Some firearms have the "firearm data stamp" information on the side of the frame, slide, receiver, magazine base, magazine platform, top strap or cylinder this will indicate to you the cartridge name, firearm calibre and manufacturer of the ammunition to be used in that firearm. Remember that most military firearms do not have a "firearm data stamp"

ALWAYS compare the "**HEAD STAMP**" information with the "**FIREARM DATA STAMP**" to make sure they match.

If the "**HEAD STAMP**" and "**FIREARM DATA STAMP**" do not match seek further advice from a qualified individual.

Using ammunition that does not match the "firearm data stamp" information could be dangerous.

Likewise, if someone gives you reloaded anui1unition and you do not know what the loaded specifications are do not use the ammunition in your firearms.

BALLISTICS

It is necessary that each and every shooter understand ballistics concerning firearms and ammunition they will use. Ballistics can be broken down into three categories.

- INTERNAL
- EXTERNAL
- TERMINAL

INTERNAL When the trigger is pulled the hammer falls and/or the firing pin strikes the primer. The primer ignites the powder inside the cartridge' casing creating high, pressure gases which push on the projectile base for forcing the projectile out of the casing and through the barrel. As the projectile passes through the barrel, the barrel rifling imparts spin to the projectile to give it stability in flight.

EXTERNAL When the projectile exits the barrel muzzle it does not travel straight to the target. It travels in a slight arc, similar to a thrown baseball, until it strikes the target. This is known as the trajectory of the 'projectile: The velocity of the projectile, weight of the projectile, projectile shape, resistance to the air and gravitational pull all affect the trajectory of the projectile on its way to the target. The lack of pressure or push from the burning powder gasses also allows the projectile to star to lose velocity.

TERMINAL When the projectile strikes the target it immediately starts to decelerate rapidly, deform and the projectile starts to lose its energy. As the projectile penetrates deeper it continues to lose velocity and energy until it stops.

CONCLUSION When purchasing ammunition select the cartridge and projectile design best suited to your type of shooting.

BALLISTICS

No attempt or claim is made regarding anyone bullet shape or design that performs better than another. This is something the individual shooter will need to test for his/her type of shooting.

All bullets are not the same, nor are all ammunition in the same calibre the same. Some firearms do not perform well with some brands of ammunition but perform well with another brand in the same calibre and specifications.

LOADING

DOUBLE ACTION REVOLVER – Right Hand

PROCEDURE

- Carry out **ACTS – PROVE**
- MAINTAIN MUZZLE CONTROL
- Keep your finger off the trigger,
- Grip the revolver with the right hand,
- Cup the trigger guard in the palm of the left hand with the barrel and sights up,
- Place the left middle and ring fingers on the right side of the cylinder,
- Place the left thumb on the left side of the cylinder,
- With the right thumb, PUSH, PULL or PRESS the cylinder release latch,
- Swing the cylinder out of the frame to the left,
- Allow the left middle and ring fingers to follow the cylinder through the frame,
- Place the left index finger on top of the barrel or top strap,
- Place the left little finger on or under the hammer spur,
- Tip the muzzle down,
- Insert the cartridges with the right hand,
- Rotate the cylinder for each cartridge with the left hand finger tips,
- When the required number of cartridges have been loaded, grip the revolver with the right hand,
- Keep your finger off the trigger, ·
- With the left hand push the cylinder under control back into the revolver frame,
- Make sure the cylinder locks in place.

LOADING

DOUBLE ACTION REVOLVER – Left Hand

PROCEDURE

- Carry out **ACTS – PROVE**
- MAINTAIN MUZZLE CONTROL
- Keep your finger off the trigger,
- Grip the revolver with the right hand,
- Cup the trigger guard in the palm of the left hand with the barrel and sights up,
- Place the right middle and ring fingers on the left side of the cylinder,
- Place the right thumb on the right side of the cylinder,
- With the left thumb, PUSH, PULL or PRESS the cylinder release latch,
- Swing the cylinder out of the frame to the left,
- Allow the right thumb to follow the cylinder through the frame,
- Tip the muzzle down,
- Insert the cartridges with the left hand,
- Rotate the cylinder for each cartridge with the right hand finger tips,
- When the required number of cartridges have been loaded, grip the revolver with the left hand,
- Keep your finger off the trigger,
- With the right hand push the cylinder under control back into the revolver frame,
- Make sure the cylinder locks in place.

LOADING

SINGLE ACTION REVOLVER – Right Hand

NOTE: In some single action revolvers the cylinder will not rotate with the hammer in the full forward position. In this case keep your finger off the trigger and ease the hammer back into the half-cock or safety notch. The cylinder will now rotate freely.

PROCEDURE

- Carry out **ACTS – PROVE**
- MAINTAIN MUZZLE CONTROL
- Keep your finger off the trigger,
- Grip the revolver with the right hand,
- Cup the revolver in the palm of the left hand with the barrel and sights up,
- Place the left middle and ring fingers on the right side of the cylinder,
- Place the left thumb on the left side of the cylinder,
- PULL the loading gate open to the right with the right thumb,
- Tip the muzzle down,
- Insert the cartridges into the chambers one at a time,
- Rotate the cylinder with the tips of the left fingers and thumb,
- When the required number of cartridges has been loaded close the loading gate.

SINGLE ACTION REVOLVER – Left Hand

PROCEDURE

- Carry out **ACTS – PROVE**
- MAINTAIN MUZZLE CONTROL
- Keep your finger off the trigger,
- Grip the revolver with the left hand,
- Cup the revolver in the palm of the right hand with the barrel and sights up,
- Place the right middle arid ring fingers on the left side of the cylinder,
- Place the right thumb on the right side of the cylinder,
- PULL the loading gate open to the right with the left hand,
- Tip the muzzle down,
- Insert the cartridges into the chambers one at a time,
- Rotate the cylinder with the tips of the right fingers and thumb,
- When the required number of cartridges has been loaded close the loading gate.

LOADING

TOP BREAK REVOLVER – Right Hand/Left Hand

NOTE: The type and location of the action release will dictate which hand is where.

PROCEDURE

- Carry out **ACTS- PROVE**
- MAINTAIN MUZZLE CONTROL
- Grip the revolver and keep your finger off the trigger,
- With the opposite hand, grip the barrel and forward part of the cylinder from the top in an overhand position,
- "PUSH;PULL or PRESS" the action release latch,
- Tip the barrel down towards the floor/ground,
- Insert the cartridges into the cylinder chambers,
- When the required number of cartridges have been loaded, close the action until it locks in place,
- Remove your hand from the barrel and forward part of the cylinder,
- MAINTAIN MUZZLE CONTROL.

LOADING

SEMI-AUTOMATIC PISTOL – Right Hand

NOTE: For all semi-automatic pistols the magazine must be removed from the firearm before the magazine is filled (charged).

PROCEDURE

- Carry out **ACTS – PROVE**
- MAINTAIN MUZZLE CONTROL
- Grip the pistol with the right hand and keep your finger off the trigger,
- Pick up the "charged" magazine with the left hand,
- Make sure the cartridges are inserted properly and fully seated under the magazine lips,
- Cant the pistol to the right,
- Insert the charged magazine into the magazine well with the bullet noses pointing toward the muzzle,
- Push the magazine into the pistol until it is locked in place,
- Extend the right arm fully towards the target and lock the elbow,
- With your left hand PULL back on the rear of the slide and move your hand away quickly, allowing the slide to go forward under spring tension.
- Apply the safety.

NOTE: Allow the spring to work. Do not ease or push the slide forward.

SEMI-AUTOMATIC PISTOL – Left Hand

PROCEDURE

- Carry out **ACTS – PROVE**
- MAINTAIN MUZZLE CONTROL
- Grip the pistol with the left hand and keep your finger off the trigger,
- Pick up the "charged" magazine with the right hand,
- Make sure the cartridges are inserted properly and fully seated under the magazine lips,
- Cant the pistol to the left,
- Insert the charged magazine into the magazine well with the bullet noses pointing toward the muzzle,
- Push the magazine into the pistol until it locks in place,
- Extend the left arm fully towards the target and lock the elbow,
- With the right hand PULL back on the rear of the slide and move your hand away quickly, allowing the slide to go forward under spring tension.
- Apply the safety.

LOADING

SINGLE SHOT PISTOL – Right or Left Hand

NOTE: It does not matter which hand you use to grip the firearm …

PROCEDURE

- Carry out **ACTS – PROVE**
- MAINTAIN MUZZLE **CONTROL**
- Grip the firearm and keep your finger off the trigger,
- Activate the action release or open the bolt,
- Insert the cartridge into the chamber <if on the loading platform,
- Close the action or close the bolt,
- Apply the safety.

SECTION 8

UNLOADING

DOUBLE ACTION REVOLVER – Right Hand

PROCEDURE

- MAINTAIN MUZZLE CONTROL
- Keep your finger off the trigger,
- Grip the firearm with the right hand,
- Place the trigger guard in the palm of the left hand with the barrel and sights up,
- Place the left middle and ring fingers on the right side of the cylinder,
- Place the left index finger on the top of the barrel and the left little finger on or behind the hammer spur,
- Place the left thumb on the left side of the cylinder,
- PUSH, PULL or PRESS the cylinder release latch with your right thumb,
- Swing the cylinder out of the frame to the left,
- Allow the left middle and ring finger to follow the cylinder through the frame,
- Remove the right hand from the grip,
- Rotate the muzzle upwards and place the left thumb on the extractor rod tip,
- Push down once on the extractor rod tip and release it quickly,
- Rotate the muzzle downrange or towards the floor making sure there are no casings or cartridges in the chambers,
- Carry out **ACTS – PROVE**

NOTE: **DO NOT** pump the extractor rod. One push will be sufficient.

UNLOADING

DOUBLE ACTION REVOLVER – Left Hand

PROCEDURE

- MAINTAIN MUZZLE CONTROL
- Keep your finger 6ff the trigger,
- Grip the firearm with the left hand,
- Place the trigger guard in the palm of the right hand with the barrel and sights up,
- Place the right middle and ring fingers on the left side of the cylinder,
- Place the right index finger on top of the barrel and the right little finger on or behind the hammer spur,
- Place the right thumb on the right side of the cylinder,
- PUSH, PULL or PRESS the cylinder release latch with the left index finger or left thumb,
- Swing the cylinder out of the frame to the left,
- Allow the thumb to follow the cylinder through the frame,
- Remove the left hand from the grip,
- Rotate the muzzle upwards and place the right index finger on the extractor rod tip,
- Push down once on the extractor rod tip and release it quickly,
- Rotate the muzzle downrange or towards the floor making sure there are no casings or Cartridges left in the chambers,
- Carry out **ACTS – PROVE.**

NOTE: **DO NOT** pump the extractor rod. One push will be sufficient.

UNLOADING

SINGLE ACTION REVOLVER – Right Hand

PROCEDURE

- MAINTAIN MUZZLE CONTROL
- Keep your finger off the trigger,
- Grip the firearm With the right hand,
- Place the hammer in the half-cock or safety notch position if necessary,
- Place the trigger guard in the palm of the left hand With the barrel and sights up,
- Place the left middle and ring fingers on the right side of the cylinder,
- Place the left thumb on the left side of the cylinder,
- Remove the right hand front the grip,
- PULL the loading gate open to the right,
- Tip the muzzle upwards,
- PULL the ejector rod to the rear With the right hand,
- Rotate the cylinder for each chamber with the left finger tips and thumb,
- You may need to steady the grip With the right hand as· you rotate the cylinder,
- Tip the muzzle downwards or towards the floor,
- Rotate the cylinder and make sure all casings or cartridges have been removed,
- Carry out **ACTS – PROVE.**

UNLOADING

SINGLE ACTION REVOLVER – Left Hand

PROCEDURE

- MAINTAIN MUZZLE CONTROL,
- Keep your finger off the trigger,
- Grip the firearm With the left hand,
- Place the hammer in the half-cock or safety notch position if necessary,
- PULL the loading gate open to the right with the right hand,
- Tip the muzzle upwards,
- PULL the ejector' rod to the rear with the right hand,
- Rotate the cylinder for each chamber with the right hand finger tips and thumb,
- Tip the muzzle downwards or towards the floor,
- Rotate the cylinder and make sure all casings or cartridges have. been removed,
- Carry out **ACTS – PROVE.**

UNLOADING

TOP BREAK REVOLVER – Right or Left Hand

NOTE: The type and location of the action release will dictate which hand is where.

PROCEDURE

- MAINTAINMUZZLECONTROL
- Keep your finger off the trigger,
- GRIP the firearm,
- With the opposite hand, grip the barrel and forward part on the cylinder from the top in an overhand position,
- PUSH, PULL or PRESS the action release,
- Tip the barrel down towards the ground or floor,
- The automatic ejector should pop the casings out of the chambers,
- If this does not occur, turn the revolver over so the casings fall out,
- Check the chambers and make sure all the casings or cartridges have been removed,
- Carry out **ACTS – PROVE.**

UNLOADING

SEMI-AUTOMATIC PISTOL – Right Hand

PROCEDURE

- MAINTAIN MUZZLECONTROL
- Grip the pistol with the right hand and keep your finger off the trigger,
- Cant the pistol to the right,
- PUSH, PULL or PRESS the magazine release button and remove the magazine,
- Extend the right arm fully towards the target and lock the elbow,
- PULL back on the slide with the left hand,
- Lock the slide open,
- Carry out **ACTS – PROVE.**

SEMI-AUTOMATIC PISTOL – Left Hand

PROCEDURE

- MAINTAIN MUZZLECONTROL.
- Grip the pistol with the left hand and keep your finger off the trigger,
- Cant the pistol to the left,
- PUSH, PULL or PRESS the magazine release button and remove the magazine,
- Extend the left arm fully towards the target and lock the elbow,
- PULL back on the slide with the right hand,
- Lock the slide open,
- Carry out **ACTS – PROVE.**

UNLOADING

SINGLE SHOT PISTOL – Right or Left Hand

NOTE: With this type firearm it makes no difference which hand is used.

PROCEDURE

- MAINTAIN MUZZLE CONTROL
- Grip the firearm and keep your finger off the trigger,
- PUSH, PULL or PRESS the action release or open the bolt,
- Carry out **ACTS – PROVE**.

NOTE: In some firearms of this type the empty casing or cartridge may automatically. eject. If this does not occur, PULL the casing or cartridge from the chamber.

SECTION 9

SHOOTING FUNDAMENTALS – THE BIG "7"

There are "7" fundamentals in handgun shooting.

FUNDAMENTALS:

1. GRIP
2. STANCE
3. SIGHTING
4. TRIGGER CONTROL
5. BREATH CONTROL
6. FOLLOW THROUGH
7. RHYTHM

1. GRIP

ONE HAND

- Grip the firearm with the dominant hand placing the web, between the thumb and index finger, high up on the rear of the grip.
- MAINTAIN MUZZLE CONTROL.
- Wrap the middle, ring and little fingers around the grip and under the trigger guard.
- Keep your trigger finger off the trigger and pointed towards the muzzle
- Place the thumb on the opposite side of the grip either curled down or pointed forward.
- Apply sufficient pressure and firmness to prevent the firearm from shifting in your hand during firing.
- Equalize the pressure of all fingers and thumb.

TWO HANDS

- Grip the firearm with the dominant hand placing the web, between the thumb and index finger, high up on the rear of the grip.
- MAINTAIN MUZZLE CONTROL.
- Keep your finger off the trigger.
- Wrap the middle, ring and little fingers around the grip and under the trigger guard.
- With the non-dominant hand, place the fingers under the trigger guard and on the face of the knuckles of the dominant hand.
- Lock the thumbs one over the other on the same side of the grip.
- Apply-equal pressure with both hands.

2. STANCE

ONE HAND

- Place both feet flat on the floor/ground approximately shoulder width apart.
- Angle the body away from the target' toward the non-dominant hand side.
- GRIP the firearm with the dominant hand.
- MAINTAIN MUZZLE CONTROL.
- Keep your finger off the trigger.
- Keep the wrist and 'elbow straight.
- Raise the firearm to eye level pointed downrange or at the target.

TWO HANDS

ISOSCELES

- Face squarely towards the target.
- Place both feet flat on the floor/ground approximately shoulder width apart.
- GRIP the firearm with both hands.
- MAINTAIN MUZZLE CONTROL.
- Keep your finger off the trigger.
- Equalize the pressure with both hands.
- Raise the firearm to eye level pointed downrange or at the target.
- Make sure the wrists and elbows remain straight.

WEAVER

- Place the feet flat on the floor/ground angled away from the target toward
- The dominant hand side.
- GRIP the firearm with both hands.
- MAINTAIN MUZZLE CONTROL.
- Keep your finger off the trigger.
- Equalize the pressure with both hands.
- Extend the dominant arm towards the target or downrange.
- Unlock the non-dominant elbow.
- The non-dominant elbow may be slightly bent or have a pronounced bend downwards.
- The dominant hand pushes forward as the non-dominant hand pulls to the rear and down. Raise the firearm to eye level pointed downrange or at the target.

3. SIGHTING

A. Sight Alignment – What you do.
B. Sight Picture – What you see.

A. ALIGNMENT

PROCEDURE

- MAINTAIN MUZZLE CONTROL.
- Keep your finger off the trigger.
- Raise the firearm to eye level pointed downrange or at the target.
- Align the tip of the front sight with the centre of the target.
- Fit the front sight into the rear sight notch.
- Centre the front sight in the fear sight notch so there is equal light both sides of the front sight blade.
- Level the tip of the front sight with the shoulders of the rear sight.

B. PICTURE

PROCEDURE

- MAINTAIN MUZZLE CONTROL.
- Keep your finger off the trigger.
- Look through the rear sight notch at the front sight.
- The front sight should be in focus, sharp and clear at all times.
- The target should be fuzzy and out of focus.

REMINDER DO NOT look at the target.
Concentrate on looking through the rear sight at the front sight only.

4. TRIGGER CONTROL

TRIGGER FINGER PLACEMENT – Double Action

Place the trigger finger, with the seam between the first and second sections, on the trigger face.

TRIGGER FINGER PLACEMENT – Single Action

Place the pad of the trigger finger between the tip and the seam between the first and second sections on the trigger face.

TRIGGER OPERATION – CONTROL

- Operate the trigger through the complete cycle
- This must be one smooth, continuous pull.
- Steadily increase the pressure on the trigger until the firearm discharges.
- Pause the trigger at the rear of the pull briefly
- Release the trigger at the same speed as it was pulled rearward
- Re-aim the firearm
- Repeat for subsequent shots

NOTE: The smoothness of the trigger operation is vital to achieve accuracy. The majority of shooting errors are related to poor trigger control.

5. BREATH CONTROL

PROCEDURE

- MAINTAIN MUZZLE CONTROL
- Keep your finger off the trigger.
- When you are ready to start, take a deep breath and exhale it all.
- Take a second breath and allow yourself to relax.
- Exhale about half of the second breath.
- With the firearm pointed at the target, deliver the shot.
- Resume normal breathing.

NOTE: Do not hold your breath too long.
Holding the breath too long will cause excessive tension and vibrations in the hands.
Practice will tell you how your breath control will assist in improving your shooting skill.

6. FOLLOW THROUGH

PROCEDURE

- MAINTAIN MUZZLE CONTROL
- After the firearm discharges, hold the trigger fully to the rear briefly.
- Pick up the front sight and release the trigger.
- Allow the sight to come back on target - re-aim.
- Don't be in a hurry to fire the next shot.
- Analyse what you have done.
- Release the trigger and allow it to go forward.
- Prepare for any subsequent shot.

NOTE: In a nutshell "FOLLOW THROUGH" means to "FINISH THE SHOT".

7. RYTHM

PROCEDURE

- Establish a smooth rhythm for each shot.
- Apply the fundamentals smoothly.
- Form and practice sound habits.
- Practice and establish your rhythm.

OTHER FACTORS

WOBBLE AREA

This is the area over which the sights and muzzle travel while you are pointing the firearm at your target.

No one can hold the firearm perfectly still while aiming.

With practice this area becomes reduced.

Hold the firearm as steady as possible.

Concentrate on a sharp clear front sight.

Operate the trigger smoothly with one continuous pull.

SHOOTING FUNDAMENTALS – MAIN "4"

There are "4" Main Handgun Shooting Fundamentals upon which to concentrate.

MAIN "4" FUNDAMENTALS:

- GRIP
- STANCE
- SIGHTING
- TRIGGER CONTROL

DRY FIRING

Dry Firing with an "empty" firearm is a method of practising the application of the shooting fundamentals without the expenditure of live ammunition.

It will not cause excessive wear to the firearm.

NOTE:

Carry out **ACTS – PROVE** before using any firearm for dry fire practice.

Some firearms cannot be and should not be used for dry fire practice. Rim fire handguns, if used for dry fire practice, may cause firing pin damage.

If it appears damage may occur, the use of snap caps or dummy cartridges is recommended.

Make sure the dummy cartridges are in fact dummy cartridges.

PRACTICE ONE HAND

Apply the BIG "7" Handgun Shooting Fundamentals

Concentrate on the MAIN "4" Handgun Shooting Fundamentals

PRACTICE TWO HANDS

Apply the BIG "7" Handgun Shooting Fundamentals

Concentrate on the MAIN "4" Handgun Shooting Fundamentals

SECTION 10

MALFUNCTIONS

MISFIRE

This can occur when the hammer falls and/or the firing pin strikes the primer and the primer fails to ignite the powder.

PROCEDURE

- STOP SHOOTING
- MAINTAIN MUZZLE CONTROL
- Keep the muzzle pointed downrange with your finger off the trigger,
- Wait 60 seconds, then open the action slowly,
- Remove the misfired cartridge,
- Dispose of the cartridge in a proper container.
- Carry out **ACTS – PROVE** before reloading your firearm.

SQUIB LOAD

This occurs when the primer is struck by the firing pin; however the powder is not ignited by the primer.
Shooters must learn to recognize the distinct sound of a primer detonating without igniting the powder and the absence of recoil.

PROCEDURE

- STOP SHOOTING IMMEDIATELY.
- Keep the muzzle pointed downrange with your finger off the trigger,
- Wait 60 seconds,
- Unload the firearm,
- Carry out **ACTS – PROVE** before reloading your firearm.

NOTE: In a swing out cylinder revolver, if the cylinder cannot be opened, there is likely a bullet stuck between the face of the cylinder and partially in the bore.
In a semi-automatic pistol, the bullet may already be part way up the bore and may allow another cartridge to be chambered.
CAUTION!

Seek further assistance from a qualified person on how to clear the obstruction.

MALFUNCTIONS

Malfunctions may occur from time to time while shooting.
The four MALFUNCTIONS are:

FAIL TO FEED
FAIL TO FIRE
FAIL TO EXTRACT
FAIL TO EJECT

FAIL TO FEED – Revolver

Tills can be caused by a dirt ring inside the cylinder which prevents insertion of cartridges into the chambers. A second problem that can occur and is most often seen after lengthy practice sessions is a buildup of unburned powder underneath the extractor star.

REMEDY

- MAINTAIN MUZZLE CONTROL.
- Carry out **ACTS – PROVE**.
- Conduct a thorough cleaning of the firearm.

There are two other types of problems with FAILURE TO FEED that can be experienced.
The first in a centre fire revolver can be caused by a high primer preventing the cylinder from turning freely.

REMEDY

- MAINTAIN MUZZLE CONTROL.
- Unload,
- Reload with different cartridges to all chambers.

The second, in a centre fire revolver, can be experienced with the cylinder loaded and closed. The cylinder has severe "end shake". End shake means the excessive movement of the cylinder, after it is closed, front to rear. This "end shake" will cause excessive blast and particles to be blown from the face of the cylinder to the sides which can be a hazard to other shooters. This may also cause the cylinder not to turn or be improperly aligned with the barrel.

REMEDY

- MAINTAIN MUZZLE CONTROL.
- Cease Fire,
- Unload
- Carry out **ACTS – PROVE**
- It is strongly recommended that you take the firearm to a qualified person for repair.

FAIL TO FIRE – Revolver

This can be broken down into three sections.

FIRST The firearm is empty.
Either all cartridges have been fired or not enough cartridges were inserted.

REMEDY

- MAINTAIN MUZZLE CONTROL
- Reload

SECOND This could be a mechanical problem.
Depending on the make and model of the firearm, the firing pin can be broken or missing.

REMEDY

- MAINTAIN MUZZLE CONTROL
- Unload,
- Carry out **ACTS – PROVE**
- Check for a broken or missing firing pin.

THIRD This is often encountered on the range and is identified as a "MISFIRE"
This is usually experienced with reloaded or old ammunition.

REMEDY

- MAINTAIN MUZZLE CONTROL
- Wait 60 second,
- Unload
- Carry out **ACTS – PROVE**,
- Reload with new cartridges to all chambers.

FAIL TO EXTRACT – Revolver

FAILURE TO EXTRACT a cartridge or empty casing is generally associated with a cleaning problem.
Extended firing may cause excessive dirt build up inside the chambers causing resistance with the casing preventing extraction.

REMEDY

- MAINTAIN MUZZLE CONTROL
- Keep your finger off the trigger,
- Open the cylinder,
- With the rear of the cylinder facing the ground, strike the ejector rod tip with the palm of your hand using as much force as necessary to extract the cartridge(s) and/or empty casing(s).

NOTE: In extreme circumstances of dirt build-up, the palm of the hand may not provide enough force to move the ejector rod. you may be required to place the end of the ejector rod against a hard smooth surface, such as the edge of the shooting bench, while pushing on the revolver using your body weight to apply additional pressure.

Additionally, you may experience another FAILURE TO EXTRACT situation where the shooter is unable to open the cylinder. This may occur when the ejector rod has loosened (backed off) from the cylinder causing the cylinder to lock closed.

REMEDY

- MAINTAIN MUZZLE CONTROL
- Keep your finger off the trigger,
- Attempt to tighten the ejector rod by turning it counter clockwise to tighten the ejector rod into the cylinder,
- Once tightened, attempt to open the cylinder and remove the cartridges or empty casings.

NOTE: If this problem persists, seek assistance from a qualified individual.

FAIL TO EJECT – Revolver

This can be experienced when the empty casings or cartridges do not clear the cylinder during unloading and a casing or cartridge becomes stuck under the ejector star.

CAUSE

- The ejector rod tip is short stroked (not pushed down fully or far enough),
- The ejector rod tip is pushed repeatedly (pumped) rather than once,
- The firearm is held parallel with the floor/ground rather than with the muzzle pointed upwards,
- A combination of any or all of the above.

REMEDY

- MAINTAIN MUZZLE CONTROL
- Fully depress the ejector rod and hold it down,
- Manually remove the casing/cartridge from under the ejector star,
- Carry out **ACTS – PROVE**,
- With the muzzle pointed upwards, practice pressing the ejector rod down once and releasing it quickly.

NOTE: This is gravity feed system – let gravity assist.

MALFUNCTIONS

SEMI-AUTOMATIC PISTOL

FAIL TO FEED – Semi-Automatic Pistol

CAUSE	CORRECTIVE ACTION
Improper Ammunition	Replace the ammunition
Magazine Not Fully Seated	PRESS the base of the magazine Make sure it locks in place Cycle the action to chamber a cartridge.
Faulty Magazine	Replace the magazine Mark the faulty magazine for the future Identification or repairs
Obstructed or Dirty Chamber	MAINTAIN MUZZLE CONTROL Carry out **ACTS – PROVE** Remove the obstruction Clean the barrel and chamber.
Slide Stops Early	MAINTAIN MUZZLE CONTROL Check the position of your hands/grip Unload Carry out **ACTS – PROVE** Reload.
Double Feed	MAINTAIN MUZZLE CONTROL Keep your finger off the trigger Remove the magazine PULL the slide to the rear and lock it open Remove the cartridges/casings still in the feed path Let the slide go forward Insert a new magazine Cycle the action to chamber a new cartridge

FAIL TO FIRE – Semi-Automatic Pistol

CAUSE	CORRECTIVE ACTION
Improper Ammunition	Replace the ammunition
"Misfire" or Empty Chamber	PRESS the magazine base Make sure the magazine locks in place Cycle the action to chamber a new cartridge.
Magazine Not Properly Seated	PRESS the magazine base Make sure the magazine locks in place Cycle the action to chamber a new cartridge
Broken Firing Pin and/or Firing Pin Spring	MAINTAIN MUZZLE CONTROL Keep your finger off the trigger Unload Carry out **ACTS – PROVE** Seek assistance from a qualified individual.
Slide Not In Battery (Locked in Place)	MAINTAIN MUZZLE CONTROL Keep your finger off the trigger Make sure the magazine locks in place PULL the slide to the rear and allow it to go forward under spring tension. DO NOT ease or ride the slide forward.

FAIL TO EXTRACT – Semi-Automatic Pistol

CAUSE	CORRECTIVE ACTION
Improper Ammunition	Replace the ammunition
Dirty Extractor	MAINTAIN MUZZLE CONTROL Keep your finger off the trigger Unload Carry out **ACTS – PROVE** Clean the firearm.
Dirty Chamber	MAINTAIN MUZZLE CONTROL Keep your finger off the trigger Unload Carry out **ACTS – PROVE** Clean the firearm.
Broken Extractor	MAINTAIN MUZZLE CONTROL Keep your finger off the trigger Unload Carry out **ACTS – PROVE** Seek assistance from a qualified individual.
Stuck Casing in the Chamber Slide Locked Closed	MAINTAIN MUZZLE CONTROL Keep your finger off the trigger Remove the magazine Place the front sight or edge of the front of the slide against a hard smooth service Using your body weight force open the action Carry out **ACTS – PROVE**.
Stuck Casing, Fail to Feed	MAINTAIN MUZZLE CONTROL Keep your finger off the trigger Remove the magazine Open the action and lock the slide to the rear Observe the chamber to make sure the casing came free Verify the feeding path to make sure the casing came clear

FAIL TO EJECT – Semi-Automatic Pistol

CAUSE	CORRECTIVE ACTION
Improper Ammunition	Replace the ammunition
Magazine Not Properly Seated or Engaged	MAINTAIN MUZZLE CONTROL Keep your finger off the trigger Make sure the magazine locks in place Cycle the action make sure he empty casing or cartridge ejects from the firearm.
Firearm Dirty or Not Lubricated	MAINTAIN MUZZLE CONTROL Keep your finger off the trigger Unload Carry out ACTS – PROVE **Clean and lubricate** the firearm.
Broken Extractor	MAINTAIN MUZZLE CONTROL Keep your finger off the trigger Unload Carry out **ACTS – PROVE** Seek assistance from a qualified individual
"Stove Pipe"	MAINTAIN MUZZLE CONTROL Keep your finger off the trigger PULL the slide to rear and lock it open Tip the firearm to the side and allow the casing to fall free Cycle the action to chamber a new cartridge.

SECTION 11

CEASE FIRE COMMAND

On the command "CEASE FIRE" the following procedure shall be followed.

PROCEDURE

- STOP SHOOTING IMMEDIATELY,
- MAINTAIN MUZZLE CONTROL,
- Unload,
- Place the firearm on the bench/table, muzzle pointed downrange, with the action open and the magazine removed,
- Step back from the firing line,
- Wait for further orders from the Range Safety Officer.

EMERGENCY CEASE FIRE

Emergencies may occur while shooting is in progress. ANYONE may call a "CEASE FIRE" for an emergency or if a safety hazard has occurred.

COMMAND "CEASE FIRE, CEASE FIRE"
NOTIFY THE RANGE SAFETY OFFICER IMMEDIATELY

PROCEDURE

- STOP SHOOTING IMMEDIATELY,
- MAINTAIN MUZZLE CONTROL,
- Unload,
- Place the firearm on the bench/table, muzzle pointed downrange, with the action open and the magazine removed,
- Step back from the firing line,
- Wait for further orders from the Range Safety Officer.

NOTE: In either of the above cases, carry out **ACTS – PROVE** before reloading your firearm.

LOWERING THE HAMMER ON A LIVE CARTRIDGE

REVOLVER

PROCEDURE

- MAINTAIN MUZZLE CONTROL
- Remove your finger from the trigger,
- Place the non-dominant hand thumb in front of the hammer with the thumb nail facing the hammer,
- Place the dominant hand thumb on the hammer spur,
- Pull the trigger and allow the hammer to ease down on the thumb nail,
- With the hammer under control, remove your finger from the trigger,
- Remove your non-dominant thumb from in front of the hammer,
- Ease the hammer down into the forward position,
- Wait for further orders from the Range Safety Officer.

SEMI-SUTOMATIC PISTOL – Exposed Hammer

PROCEDURE

- MAINTAIN MUZZLE CONTROL
- Remove your finger from the trigger,
- With the non-dominant hand, grab the hammer between the fingers and thumb,
- Pull the trigger and ease the hammer down into the forward position,
- Apply the safety (if possible),
- Wait for further orders from the Range Safety Officer.

SEMI-SUTOMATIC PISTOL – Concealed Hammer

Some semi-automatic pistols do not have an exposed hammer. Some others have an internal firing pin.

PROCEDURE

- MAINTAIN MUZZLE CONTROL
- Grip the pistol and remove your finger from the trigger,
- Apply the safety (if any),
- Wait for further orders from the Range Safety Officer.

DECOCKING LEVER

Some semi-automatic handguns are equipped with a de-cocking lever or device. The position of this feature will vary with different manufacturers.
De-cocking levers can be found on the rear of the side of the slide and may also act as a safety.
The device may be on the side of the frame above or in front of the grip and above the trigger guard. This type is a de-cocking lever only.

PROCEDURE

- MAINTAIN MUZZLE CONTROL
- Keep your finger off the trigger,
- Operate the de-cocking lever to lower the hammer,
- Apply the safety (if possible),
- Wait for further orders from the Range Safety Officer.

RANGE SAFETY Means an individual who oversees the shooting
RANGE OFFICER: activities at the firing line of a shooting range.
RANGE SAFETY OFFICER: Has the same meaning as RANGE OFFICER.

PROCEDURES

The local gun clubs must make sure all members and guests are familiar with the club shooting range procedures covering the following topics.

- Range sign-in book and its location
- Range Safety Rules – and their location
- Range Signs and lights – their location and use
- Target Stands/Holders and where they are placed
- Steel Reactive Targets (if any)
- Firing Line/Points and target distances

SIGN-IN BOOK

All shooting ranges shall have a sign-in book for all members and guests. It should be conveniently located near the shooting range entry. Each time a shooter or guest uses the shooting range they must sign-in.

RANGE SAFETY RULES

The Range Safety Rules shall be posted in a highly visible location. Each person using the shooting range must be aware of and adhere to these rules.

RANGE SIGNS

Each person using the shooting range must make sure the range status sign indicates the condition of the range. "RANGE OPEN" or RANGE IN USE" indicates the shooting range is being used and firing is in progress. "RANGE CLOSED" or "RANGE NOT IN USE" indicates the shooting range is not being used and no firing is in progress.

RANGE SAFETY (cont)

RANGE LIGHTS – INDOOR RANGES

Indoor shooting ranges require red/green lights at the firing line. Where a light system is installed "RED" shall indicate a live fire situation and "GREEN" shall indicate cease-fire is in effect

TARGET STANDS and HOLDERS

Each person using the shooting range must be aware of the following:

- Target stands and holders are the mechanism intended to hold targets and target frames
- Target holders may be of stationary, turning or moving design that is required for the shooting discipline for which they were designed.
- The principal material used in target stands/holders is wood or plastic.
- Target stands and holders must be placed as close to the backstop as possible and placed at a height that would ensure that bullets passing through the target would strike the backstop below mid line.
- All steel targets shall be the reactive type. (Designed to move or fall down when struck).
- All steel reactive targets shall be placed at right angles to the firing line.
- Certain bullet types have a tendency to deflect back to the shooter after striking metal targets.
- Steel reactive targets must be placed a minimum of 10 yards/metres forward or downrange of the shooting position.
- Steel reactive plates, bowling pins and silhouette type targets shall be timber shrouded to capture the splatter of lead or bullet jacket material.
- Steel silhouette targets will require intermediate backstops behind each bank of targets not located at the main backstop.
- The intermediate backstop should be two feet higher than the top of the shroud covering the steel reactive targets.

TARGET STANDS and HOLDERS

- A "SAFE WORK AREA" must be established for each shooting range.
- NO "LIVE AMMUNITION" is permitted in the "SAFE WORK AREA".

FIRING LINE/FIRING POINTS

These are the specific locations from which shooters engage their targets.

Firing lines may be variable and each location should be clearly marked indicating the target distance.

A clear space behind the shooting positions is needed for personnel such as "RANGE SAFETY OFFICERS" to move freely.
Firing points should be spaced to allow for the free movement by shooters so as not to disturb others who are shooting at the same time.

EYE and HEARING PROTECTION

Safety Glasses and Hearing Protection shall be worn while shooting is in progress.

FUNDAMENTALS APPLICATION – Live Firing

SET UP:

- Have a bench or table at the firing line for all shooters.
- Place all firearms on the bench at the firing line, muzzles pointed downrange, actions and cylinders open, magazines removed.
- All targets and frames are to be placed at the backstop base or intermediate backstop base..
- Set up one target and one position per shooter.
- Targets are to be 8 1/2 by 11 inch plain face paper. They may have a centred black spot.
- Set the firing line at 10 yards/metres to start.
- Increase the distance to as skill improves.
- Have each candidate approach his/her assigned firing position and carry out **ACTS – PROVE** for the forearm at that location.
- Each shooter must also match the ammunition "Head Stamp" with the "Firearm Data Stamp". Candidates should rotate so they get to fire the different handguns on the range.

RANGE SAFETY OFFICER/LINE SAFETY OFFICER

- Appoint a Range Safety Officer.
- The RSO is the ONLY person in charge of the firing line.
- He/she issues the range commands and controls the shooting.
- All other instructors/coaches present become Line Safety Officers.

SHOOTING PROGRAM

- Set the targets at 10 Yards/meters
- Fire 5 shots with one hand, no time limit
- Unload
- Everyone carries out **ACTS – PROVE**
- Check the targets
- Repeat as necessary until all shooters place 10 shots out of 10 shots on the page.
- Increase the distance as skill improves
- Fire 5 shots with a two hand grip, no time limit
- Unload
- Everyone carries out **ACTS – PROVE**
- Check the targets
- Repeat as necessary until all shooters place 10 shots out of 10 shots on the page.

NOTE: Coaching by instructors is permitted and encouraged.

HOLSTERS and HOLSTERED FIREARMS

HOLSTER TYPES

When holsters are used on the shooting range they must be of a type that will securely hold the firearm when the shooter is moving from one point to another. The holster design must be of the same type that matches the firearm to be carried.

The level of security should prevent the firearm from accidentally falling out or being jarred from the holster.

The holster must also meet or exceed the standards set down by the individual discipline in which the" shooter may be engaged.

No CROSS-DRAW type holsters are permitted.

HOLSTERED FIREARMS

When restricted firearms/prohibited handguns are carried in a holster on the shooting range they shall be:

- Unloaded, and
- Secured in the holster,

Unless the shooter is about to engage his/her target during the actual shooting event

SECTION 12

TESTING

WRITTEN TEST: There are a series of questions on the written test.

You will need to obtain 90% to pass.

NOTE: In the event the candidate fails to achieve the 90% but is above 80% the Instructor(s)/Examiner(s) will review the incorrect answers only with the candidate. The Instructors(s)/Examiners(s) will decide if the questions(s) were not understood and the correct verbal answer is given, then the candidate will be credited with the correct answer.

DECLARATION **Read this out to all present before you start.**

"DOES ANYONE HAVE ANY LIVE AMMUNITION?"

"IF SO, GET RID OF IT NOW!"

PRACTICAL TEST: There are 24 items on the practical test.

DRY FIRE RANGE EXCERCISE

Load/Unload dummy cartridges or snap caps on the range

LIVE FIRE RANGE EXCERCISE

Target – 8 1/2 by 11 inch plain paper with one black centered spot.
To pass the candidate needs 10 shots out of 10 shots on the page.
Distance – 10 yards/metres
Two hand grip

FIGURE TABLE – CRFSC