

Milledgeville Police Department Shooting Range — Rules and Regulations

Posted at the range and attached to approved booking confirmations.

Posted Range Safety Rules — Quick Reference

- Treat every firearm as loaded.
- Keep all firearms pointed in a safe direction.
- Keep your finger off the trigger until ready to fire.
- Know your target and what is beyond it.
- Eye and ear protection are required when the range is hot.
- Load and unload only on the firing line unless instructed otherwise.
- Obey all range commands immediately.
- Stop firing immediately on the command "Cease Fire."
- Do not handle firearms while anyone is downrange.
- Do not go downrange until the range is declared cold and permission is given.
- No alcohol, drugs, or impaired persons are allowed.
- No horseplay or unsafe firearm handling.
- Shoot only approved targets from approved firing positions.
- Report all injuries, negligent discharges, damage, or unsafe conditions immediately.
- Clean up all targets, trash, brass, and equipment after use.
- Range use is by authorization only.
- Violations may result in removal from the range and loss of range privileges.

Purpose

The Milledgeville Police Department Shooting Range exists to provide a safe, controlled, and professional training environment for sworn law enforcement officers, approved public safety partners, authorized instructors, and approved guests. These rules are intended to ensure safe firearm handling, proper range discipline, accountability, and compliance with department expectations.

All persons using the range shall comply with these rules at all times. Failure to follow these rules may result in removal from the range, suspension of range privileges, administrative review, and/or criminal prosecution where applicable.

1. General Range Authority

- The Milledgeville Police Department retains full authority over all range operations, scheduling, safety rules, and access permissions.
- The Range Master, Firearms Instructor, or designated Range Safety Officer (RSO) has immediate authority over all range activity while the range is in use.
- All commands issued by the Range Master, Firearms Instructor, or RSO shall be followed immediately.
- The RSO may stop training, remove a shooter, deny access, or suspend range activity when unsafe conduct, equipment issues, weather, medical concerns, or other hazards are observed.

- Use of the range is a privilege, not a right. Permission to use the range may be denied or revoked at any time by the Milledgeville Police Department.

2. Range Access and Authorization

The range shall only be used by persons authorized by the Milledgeville Police Department.

Authorized users may include:

- Milledgeville Police Department personnel;
- Approved law enforcement officers;
- Approved public safety agencies;
- Certified firearms instructors;
- Authorized training participants;
- Approved civilian guests or groups when specifically authorized by MPD.

No person shall enter or use the range without prior approval, proper scheduling, and compliance with sign-in procedures.

All users must sign in before using the range and must provide any required agency, contact, or training information.

Any outside agency, organization, instructor, or guest using the range may be required to provide:

- Proof of authorization;
- Training purpose;
- Instructor credentials;
- Insurance or liability documentation, if required;
- Roster of participants;
- Emergency contact information;
- Acknowledgment of MPD range rules.

No unauthorized guests, observers, family members, or bystanders are permitted on the firing range unless approved in advance.

3. Range Scheduling and Use

- Range use must be scheduled through the approved Milledgeville Police Department scheduling process.
- Scheduled users shall only use the range during the date and time approved.
- Users shall not extend training beyond the approved time without permission.
- Range reservations may be modified, cancelled, or denied due to department needs, weather, maintenance, staffing, safety concerns, or emergency operations.

Priority use of the range may be given to:

- Milledgeville Police Department training;
- State-mandated firearms qualification;
- Active law enforcement operational needs;
- Emergency or remedial training;
- Approved interagency training.

The range shall not be used for recreational shooting unless specifically authorized.

4. Mandatory Firearm Safety Rules

The following firearm safety rules apply at all times:

- Treat every firearm as if it is loaded.
- Never point a firearm at anything you are not willing or authorized to shoot.
- Keep your finger off the trigger and outside the trigger guard until your sights are on target and you have been instructed or are prepared to fire.
- Be sure of your target, what is around it, and what is beyond it.
- Firearms shall remain pointed in a safe direction at all times.
- Firearms shall only be loaded on the firing line and only when instructed or authorized.
- Firearms shall be unloaded, cleared, and made safe before leaving the firing line unless otherwise directed by the RSO or instructor.
- No person shall handle firearms while anyone is downrange.
- No person shall go forward of the firing line unless the line has been declared safe and permission has been given by the RSO or instructor.
- Horseplay, careless handling, unsafe demonstrations, or reckless behavior is strictly prohibited.

5. Range Commands

All shooters shall understand and immediately obey range commands. Common commands may include, but are not limited to:

"Cease Fire"

Immediately stop firing, remove finger from trigger, keep firearm pointed downrange, and await further instructions.

"Unload and Show Clear"

Unload the firearm, remove magazine if applicable, open the action, clear the chamber, and present the firearm for inspection as directed.

"Range Is Hot"

The firing line is active. Eye and ear protection are required, firearms may be loaded when instructed, and no person may go downrange.

"Range Is Cold"

The firing line has been made safe. Firearms shall not be handled, and persons may go downrange only when authorized.

"Make Ready"

Prepare the firearm for the course of fire as instructed.

"Stand By"

Prepare for the firing sequence to begin.

Failure to immediately comply with a range command may result in removal from the range.

6. Personal Protective Equipment

- Eye and ear protection are required for all persons on or near the firing line while the range is hot.
- Eye protection shall be impact-rated.
- Ear protection shall be appropriate for the firearm type and training environment.
- Ballistic vest use may be required for certain law enforcement training, scenario-based training, or as directed by the instructor.
- Open-toed shoes, sandals, and clothing that creates a safety hazard are prohibited on the firing line.
- Users are encouraged to wear clothing suitable for outdoor firearms training, including brimmed hats when appropriate.

7. Firearms, Ammunition, and Equipment

- Only firearms and ammunition approved for the scheduled training purpose may be used.
- All firearms must be mechanically safe and in proper working condition.
- Unsafe, defective, modified, or questionable firearms may be denied use by the RSO or instructor.
- Ammunition shall be factory-manufactured or otherwise approved by the department or instructor.

The following ammunition is prohibited unless specifically authorized:

- Tracer rounds;
- Incendiary rounds;
- Explosive rounds;
- Armor-piercing rounds;
- Steel-core ammunition;
- Any ammunition likely to damage range equipment or create a fire hazard.
- Fully automatic fire, suppressed fire, rifle fire, shotgun fire, less-lethal munitions, chemical agents, or specialty weapons training must be specifically approved in advance.
- Targets shall only be placed in approved locations and at approved heights.
- Users shall not shoot range structures, target frames, posts, barricades, signs, lights, equipment, or any unauthorized object.
- Personal steel targets shall not be used unless approved by the Range Master or RSO and placed at safe distances.
- Exploding targets are prohibited.

8. Firing Line Procedures

- Firearms shall remain holstered, cased, or otherwise secured until the shooter is on the firing line and authorized to handle the firearm.
- Loading and unloading shall occur only at the firing line unless otherwise directed.
- Shooters shall maintain muzzle discipline at all times.
- Shooters shall remain within their assigned lane or firing position unless instructed otherwise.
- Cross-lane firing is prohibited unless part of an approved training course.
- Shooters shall not move with loaded firearms unless movement is part of an approved course of fire

supervised by an instructor or RSO.

- Drawing from the holster, tactical movement, vehicle drills, low-light training, barricade work, and scenario-based drills require instructor approval and supervision.
- Any malfunction shall be handled safely with the muzzle pointed downrange. If the shooter cannot safely correct the malfunction, the shooter shall keep the firearm pointed downrange and request instructor assistance.
- Dropped firearms shall not be picked up by the shooter unless directed by the RSO or instructor. The shooter shall notify the RSO immediately.

9. Cold Range Procedures

When the range is declared cold:

- All firearms shall be unloaded, cleared, and made safe.
- Firearms shall be benched, holstered, cased, or otherwise secured as directed.
- No person shall handle firearms, magazines, ammunition, or firearm equipment at the firing line while personnel are downrange unless specifically authorized by the RSO.
- Shooters may go downrange only after the RSO or instructor confirms the range is cold and grants permission.
- No person shall return to the firing line and handle firearms until the RSO or instructor declares the range hot.

10. Prohibited Conduct

The following conduct is prohibited:

- Possessing or consuming alcohol on the range.
- Using the range while under the influence of alcohol, illegal drugs, impairing medication, or any substance that affects judgment, coordination, or safety.
- Unsafe firearm handling.
- Pointing a firearm at another person except during approved training with approved training weapons and safety protocols.
- Handling firearms during a cold range.
- Going downrange without permission.
- Shooting at unauthorized targets or objects.
- Shooting wildlife or animals unless required for immediate safety.
- Horseplay, joking with firearms, intimidation, or reckless behavior.
- Using unauthorized explosives, incendiary devices, or pyrotechnics.
- Damaging MPD property, range equipment, or target systems.
- Failing to report damage, injury, unsafe conditions, negligent discharges, or equipment malfunctions.
- Allowing unauthorized persons to access the range.
- Leaving trash, brass, targets, ammunition boxes, or debris behind.

11. Medical and Emergency Procedures

- Users shall identify the location of emergency medical supplies before training begins.
- At least one cell phone or radio capable of contacting emergency services should be available during range use.
- In the event of an injury, negligent discharge, fire, severe weather, or other emergency, the command "Cease Fire" shall be given immediately.
- The RSO or instructor shall secure the range, render aid if trained to do so, and contact emergency services as needed.
- All injuries, negligent discharges, near misses, unsafe incidents, or property damage shall be reported to the Milledgeville Police Department as soon as practical.
- Emergency access routes shall remain clear at all times.
- No vehicle shall block gates, access roads, fire lanes, or emergency entry points.

12. Weather and Environmental Safety

- Range use may be suspended due to lightning, severe weather, high winds, flooding, low visibility, extreme heat, fire risk, or other environmental hazards.
- Outdoor training shall be conducted with consideration for heat illness, hydration, cold exposure, and fatigue.
- Users shall avoid creating fire hazards, including unsafe use of ammunition, smoking in restricted areas, or leaving hot brass or debris in dry vegetation.
- Smoking or vaping may be restricted to designated areas only.

13. Clean-Up and Range Maintenance

All users are responsible for cleaning the range after use.

Users shall remove or properly dispose of:

- Paper targets;
- Cardboard;
- Target backers when required;
- Ammunition boxes;
- Water bottles;
- Food containers;
- Trash;
- Training debris.
- Brass shall be collected and disposed of or stored as directed by MPD policy.
- Damaged target stands, barricades, props, signs, or equipment shall be reported immediately.
- No user shall modify, move, damage, or remove MPD range equipment without permission.
- The range shall be left in a safe, clean, and serviceable condition.

14. Outside Agency and Guest Use

- Outside agency use must be approved by the Milledgeville Police Department.
- The requesting agency or organization is responsible for the conduct and safety of its personnel.
- A qualified instructor or RSO may be required for all outside agency training.
- Outside agencies shall provide a point of contact responsible for scheduling, accountability, and compliance with MPD range rules.
- MPD may require a roster of all attendees before range use.
- Outside agencies shall immediately report any injury, negligent discharge, property damage, or safety violation.
- MPD may deny future range use to any agency, instructor, or participant who violates range rules.

15. Training Documentation

- Department training, qualification, or remedial firearms activity shall be documented according to MPD policy.

Documentation may include:

- Date and time of training;
- Instructor or RSO name;
- Course of fire;
- Firearms used;
- Scores or qualification results;
- Ammunition count;
- Participants;
- Safety concerns or incidents;
- Remedial instruction provided.

Training records shall be maintained in accordance with department policy and applicable record retention requirements.

16. Law Enforcement Qualifications

- Officers using the range for qualification shall comply with all applicable department, academy, POST, instructor, and course-of-fire requirements.
- Qualification courses shall be conducted by authorized instructors.
- Officers shall not self-certify qualification unless specifically authorized by department policy.
- Failed qualifications, unsafe handling, or inability to safely complete a course of fire may require remedial training before the officer returns to regular firearms duty.

17. Specialized Training

The following activities require prior approval and direct instructor supervision:

- Low-light or no-light firearms training;
- Vehicle-based firearms training;

- Movement drills;
- Multiple-shooter drills;
- Shoot/no-shoot drills;
- Barricade drills;
- Rifle or shotgun transition drills;
- Less-lethal training;
- Use of chemical agents;
- Simunition, marking cartridge, airsoft, or force-on-force training;
- Tactical team training;
- Use of steel targets;
- Use of props, vehicles, barricades, or non-standard target systems.

Specialized training shall include a safety briefing before the course begins.

18. Minors and Civilian Participants

- Minors are not permitted on the range unless specifically approved in advance by the Milledgeville Police Department.
- Any approved minor must be under direct supervision of a parent, legal guardian, instructor, or approved adult supervisor.
- Civilian participants may be required to complete a waiver, safety briefing, and acknowledgment of range rules before participation.
- Civilian or guest use may be limited, denied, or terminated at any time.

19. Parking, Vehicles, and Facility Use

- Vehicles shall be parked only in approved areas.
- No vehicle shall be driven onto the range surface or firing area unless authorized.
- Gates shall remain secured as directed by MPD.
- Users shall not enter restricted buildings, storage areas, classrooms, maintenance areas, or equipment rooms without authorization.
- Restrooms, classrooms, or other facilities shall be left clean and orderly after use.

20. Damage, Negligent Discharge, and Incident Reporting

- Any negligent discharge shall be reported immediately to the RSO, instructor, Range Master, or MPD supervisor.
- Any injury, property damage, unsafe act, near miss, or equipment failure shall be reported immediately.
- The involved firearm, ammunition, target area, and scene may be secured pending review.
- MPD may require a written incident report from involved persons or instructors.
- Failure to report an incident may result in suspension or revocation of range privileges.

21. Enforcement

Violation of these rules may result in:

- Verbal warning;
- Immediate removal from the range;
- Suspension of range privileges;
- Denial of future scheduling requests;
- Department administrative action;
- Notification to the user's employing agency;
- Criminal charges when applicable.

The Milledgeville Police Department reserves the right to deny access to any person or organization whose conduct, equipment, training plan, or safety practices create risk to persons, property, or department operations.

22. Acknowledgment

All users of the Milledgeville Police Department Shooting Range are responsible for reading, understanding, and complying with these rules. By entering or using the range, the user acknowledges that firearm training involves inherent risk and agrees to follow all safety rules, range commands, and directions issued by MPD personnel, instructors, or Range Safety Officers.