

Title	BARPC Popham Operation during COVID-19 Restrictions
MS Revision number	V1.4
Date	24/03/2021

### Description of Works

Task	Opening range ready for use.
Time	Various – Daylight hours
Duration	15 minutes
Sequence	<ol style="list-style-type: none"> <li>1. Unlock main gate at A303 layby.</li> <li>2. Sanitise hands.</li> <li>3. Enter main carpark and re-lock gate.</li> <li>4. Sanitise hands.</li> <li>5. Unlock lower gate from main carpark to inner carpark. Gate to be left unlocked.</li> <li>6. Sanitise Hands.</li> <li>7. Open storage shed and hang hand sanitiser outside shed.</li> <li>8. Sanitise hands</li> <li>9. Book in to diary noting time of arrival and prepare diary for booking in members.</li> </ol>
Location	Popham

### Resources Required

Personnel	Range Officer
Equipment	Range Keys
Materials	Sanitiser

### Assessment of Significant risk for all tasks. (See Popham BARPC COVID-19 Risk Assessment for detail.)

Place of work	Cross contamination from multiple contact points resulting in contracting COVID-19
Others at risk	Nil
COSHH, Noise, Manual handling	Nil

### Control Measures to be used

Permits	BARPC ID to be worn at all times
Security	Main gate to be secured at all times
Special Training	Range Officer to receive training.
Other	Reminder not to touch face unless hands have been sanitised

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### Description of Works

Task	Setting up range ready for use.
Time	Various – Daylight hours
Duration	45 minutes
Sequence	<ol style="list-style-type: none"> <li>1. Locate target and spray main Body.</li> <li>2. Spray “paddles” with contrasting colour.</li> <li>3. Lightly oil pivot point and ensure paddles are free to move.</li> <li>4. Run string from target to shooting line.</li> <li>5. Repeat for all 20 targets.</li> <li>6. Sanitise Hands.</li> </ol>
Location	Popham

### Resources Required

Personnel	Range Officer
Equipment	Note all targets are cord resetting with brass rings in string and are permanently on range. Each shooter to be provided with hooked tent peg remover to reset targets
Materials	Oil Spray Paint Sanitiser

**Assessment of Significant risk for all tasks.  
(See Popham BARPC COVID-19 Risk Assessment for detail.)**

Place of work	Cross contamination from multiple contact points resulting in contracting COVID-19
Others at risk	Nil
COSHH, Noise, Manual handling	Spray paint. Oil

### Control Measures to be used

Permits	BARPC ID to be worn at all times
Security	Main gate to be secured at all times
Special Training	Range Officer to receive training.
Other	Reminder not to touch face unless hands have been sanitised

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### Description of Works

Task	Booking in members – Commencing shooting
Time	Various – Daylight hours
Duration	15 minutes
Sequence	<ol style="list-style-type: none"> <li>1. Open main gate.</li> <li>2. Meet members at main gate and direct them to park in inner carpark. Ensure only members that have booked via the forum booking system are in attendance.</li> <li>3. Remind all members to maintain 2m distancing. Ask all shooters to prepare kit at their cars.</li> <li>4. When all members for that session have arrived re-lock gate.</li> <li>5. Book all members into diary noting time of arrival.</li> <li>6. When all are ready carry out briefing how course is laid out and issue tent pegs/string pullers.</li> <li>7. Proceed onto firing line maintaining 2m distancing. All members to sanitise hands. Members may either shoot solo or with a partner maintaining 2m distancing. (Note if 2 shooters are within an Official social bubble, they can shoot without the 2m separation between them, but must maintain 2M with others outside their bubble). All shooters to move around course in an anti-clockwise direction</li> <li>8. Confirm all are ready to begin and blow 2 blasts on whistle.</li> </ol>
Location	Popham

### Resources Required

Personnel	Range Officer
Equipment	Nil
Materials	Nil

**Assessment of Significant risk for all tasks.  
(See Popham BARPC COVID-19 Risk Assessment for detail.)**

Place of work	Cross contamination from multiple contact points resulting in contracting COVID-19
Others at risk	Nil
COSHH, Noise, Manual handling	Nil

### Control Measures to be used

Permits	BARPC ID to be worn at all times
Security	Main gate to be secured at all times
Special Training	Range Officer to receive training.
Other	Nil

#### Note

If 2 sessions have been booked the above to be repeated by either a second Range Officer if available or the Range officer on site.

When second session is ready to proceed to firing line ensure first session have moved around course sufficiently to allow suitable gap to second session.

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### Description of Works

Task	Closing and securing range.
Time	Various – Daylight hours
Duration	15 minutes
Sequence	<ol style="list-style-type: none"> <li>1. When all members are finished shooting blow single blast on whistle to end session.</li> <li>2. Target strings to be wound back to targets and secured.</li> <li>3. Tent pegs/string pullers returned.</li> <li>4. All shooters to sanitise hands.</li> <li>5. When all have finished with sanitiser return dispenser to shed ensure stored in up-right position.</li> <li>6. Enter time of departure for all members.</li> <li>7. Secure Shed.</li> <li>8. All to return to carpark maintaining 2m distancing and pack personnel equipment into cars.</li> <li>9. Range Officer to open main gate.</li> <li>10. Sanitise hands</li> <li>11. When all members have left site secure lower gate.</li> <li>12. Sanitise hands.</li> <li>13. Exit main gate and secure.</li> <li>14. Sanitise hands.</li> </ol>
Location	Popham

### Resources Required

Personnel	Range Officer
Equipment	Range Keys
Materials	Sanitiser

**Assessment of Significant risk for all tasks.  
(See Popham BARPC COVID-19 Risk Assessment for detail.)**

Place of work	Cross contamination from multiple contact points resulting in contracting COVID-19
Others at risk	Nil
COSHH, Noise, Manual handling	Nil

### Control Measures to be used

Permits	BARPC ID to be worn at all times
Security	Main gate to be secured at all times
Special Training	Range Officer to receive training.
Other	Reminder not to touch face unless hands have been sanitised