BSA Procedures to Use Public or Private Property for a Shooting Sports Range
3/2/15 update

All BSA shooting activities must take place on an approved shooting range. The local council camp is still the recommended choice for shooting sports programs. However, this procedure provides flexibility to those troops, teams, and crews that are a long distance from a council camp. This applies to:

- District and council activities and programs
- Boy Scout troops
- Varsity teams
- Venturing crews

NOTE: Cub Scout BB gun ranges are NOT part of this procedure. BB gun ranges are addressed in the BSA Shooting sports manual & National Camp Accreditation standards.

The local council may approve a non-BSA property or other range for scout use by utilizing “The Approval of Private Property Shooting Ranges” worksheet & accompanying process. (ONLY formal shooting ranges may be utilized.) The work sheet and standard operating procedures for the range must be completed before approval can be considered by the local council. (worksheet may be found @ http://www.scouting.org/filestore/Outdoor%20Program/Shooting%20Sports/430-065_WB.pdf)

The process for Approval includes:

> At least 90 days prior to any announcement or promotion of a proposed shooting activity, request approval for the site by contacting the council Shooting Sports Committee Chair/Chief Range Safety Officer (Rick Dunnuck, rick@rickstimeshop.com)

> The Shooting Sports committee will assign one of their NRA Chief Range Safety officers to complete the “The Approval of Private Property Shooting Ranges” worksheet. The Event Chair & Staff Advisor or Unit Leader must accompany the CRSO on the private property evaluation visit.

Range Evaluation Process includes:
- Only a currently certified NRA chief range safety officer approved by the BSA local council may evaluate private property to be used as a range by the Boy Scouts of America.
- The property owner(s) must complete and submit to the council office the provided Permission to Enter Upon and Use Land form stating that they understand the liability they are
undertaking by allowing the use of their property by the BSA. The property owner must also provide a copy of the completed form to the council shooting sports chair.

- After evaluation of the land by the CRSO, the CRSO, the property owner, and the council should consider the need for the property owner to carry liability insurance covering the council’s use of the land. Among the considerations should be the condition of the land and whether any buildings or structures existing on the land will be used by the council. The BSA’s general liability policy provides coverage for a bodily injury or property damage claim that is made and arises out of an official Scouting activity, but it does not provide coverage for the property owner’s property or any improvements to the property. A description of the coverage provided can be found on Scouting Safely at www.scouting.org/HealthandSafety/Alerts/Insurance.aspx.

- The NRA chief range safety officer must complete the Private Property Range Evaluation Checklist and submit it together with a copy of the range standard operating procedures to the BSA council office (with a copy given to the council shooting sports chair) showing he or she has evaluated the property and that it meets all guidelines set forth in the Boy Scouts of America National Shooting Sports Manual and/or the NRA Range Source Book. Properties can only be considered if there is a permanent range facility meeting the characteristics of a safe range, as outlined in the Private Property Range Evaluation Checklist.

- The Property owner must agree to & sign the BSA Permission Form # 430-065, agreeing to, among other things:
  - Granting all BSA representatives the right to enter & use all buildings, structures, etc.
  - Access to and use of the Land as set forth in paragraph 1 above is provided at no charge. None of the BSA Council Parties is or will be liable to Landowner for any fees, payments, royalties, or other remuneration, whether financial or otherwise, for the right to enter upon and use the Land.

- Once the forms are completed, they are presented to the Shooting Sports Committee and Scout executive for consideration / approval and are to be used by local units, districts, or the council.

- The range is approved for two years if there are no changes to the range site or approved standard operating procedures.

- Renewal is completed following the same process—reviewing the actual use, accidents, near misses, and whether it is still needed to provide program for youth.

- The council will keep a file in one location with all applications approved and/or not approved as part of the council’s permanent records.
All BSA shooting activities must comply with the guidelines as outlined in the BSA Shooting Sports Manual & the National Camp Accreditation Standards (depending upon applicability.) These guidelines specify shooting disciplines acceptable for age groups, acceptable firearms /ammunition, range supervision, certifications & ratios of instructors to shooters. Failure to comply with the BSA shooting sports guidelines could invalidate the BSA Liability coverage for the activity. For questions or clarification, you may contact:

Ann Jones, Program Director: 336-378-9166 or annjone@bsamail.org

Rick Dunnuck, ONSC SS Chair & Chief Range Safety Officer: rick@rickstimeshop.com or dunnuckr@bellsouth.net