



RANGE STANDING ORDERS

SSAA NSW HILL TOP SHOOTING COMPLEX (HTSC)

SECTION 1 – General Information

SSAA NSW Hill Top Shooting Complex – Range Standing Orders (RSOs)

Range Approval ID: 111007336

NSW Firearms Registry Reference: D/2025/908895

As a condition of the SSAA NSW Hill Top Shooting Complex Shooting Range Approval issued by the NSW Firearms Registry, the **Range Standing Orders (RSOs)** must be clearly displayed in a prominent location at the range. This ensures that **all individuals entering the range facility—whether participating in shooting activities or not—are able to familiarise themselves with the operational requirements and safety expectations of the site.**

The RSOs form a critical part of the operational arrangements of the range and act as a **condition of entry.**

Induction and Acknowledgement

As part of the induction process at the SSAA NSW Hill Top Shooting Complex, **all Branch/Club Office Bearers, Range Officers (ROs), and any members or groups hiring the facility** are required to:

- Read and understand the RSOs in full, and
- Acknowledge and agree to abide by the terms set out within the document.

This acknowledgment is **a prerequisite for access** to the range facility.

Responsibilities

It is the responsibility of **Branch/Club Office Bearers and Range Officers (ROs)** to:

- Ensure that all branch/club members and other range users are aware of, and familiar with, the RSOs.
- Promote a safe and compliant environment in accordance with these orders.

Requests for Exemptions

Any **requests for exemption** from provisions within the RSOs must be submitted **in writing** to the **Range Approval Holder OR Manager** for formal consideration. No deviation from these orders is permitted unless written approval has been granted.

Revisions

These RSO's have been published and revised on the dates listed below:

- **Drafted:** 10th September 2025
- **Published:** 14th September 2025
- **Next Revision Due:** *No later than 14th September 2027* (2 years after the publication date)
- **Revisions can occur earlier if required.**



SECTION 2 – Range Facility

Range Description

The SSAA NSW Hill Top Shooting Complex Shooting Range Approval *ID: 111007336 Ref: D/2025/908895* as authorised by the NSWFR is an outdoor Range Danger Area that has capacity to operate three rangers as follows:

1. Five 50m Ranges

- **Number of Bays:** 55+
- **Range 1:** Open range with **no bays** (Dynamic shooting)
- **Range 2:** 20 bays
- **Range 3:** 15 bays
- **Range 4:** 10 bays
- **Range 5:** 10 bays

2. 500m Range

- **Number of Bays:** 60
- **Bay Numbers:** 1 to 60

3. 800m Range

- **Number of Bays:** 7
- **Bay Numbers:** 1 to 7

Approved Ammunition

The SSAA NSW Hill Top Shooting Complex has been officially approved by NSW Firearms Registry (NSWFR) as an Outdoor Range Danger Area for both pistol and rifle capabilities. This



designation brings with it specific calibre and energy restrictions, which are detailed in the SSAA NSW Hill Top Shooting Complex Range Rules.

Here's a concise summary of the **key points**:

Calibre and Energy Restrictions

The use of firearms and ammunition at the Hill Top range is subject to **strict limitations**, including:

- **Only calibres explicitly allowed** by the range rules may be used.
- **Maximum allowable muzzle energy** and **muzzle velocity** are specified in the range rules.
- **Reloaded ammunition** is permitted **only if it does not exceed** the listed energy and calibre specifications.

Strict Prohibitions

- **Under no circumstances** is any ammunition, whether **factory-loaded or reloaded**, to **exceed** the **maximum permitted calibre or energy levels**.
- Breaching these restrictions can lead to **immediate expulsion from the range**, potential **legal consequences**, and **suspension or cancellation** of range access or firearm licenses.

✓ Range User Responsibility

- Range Users **must know** the energy and velocity of their ammunition.
- Range Users **must ensure** all equipment complies with the range's approved limits.
- It is recommended to use a **chronograph** to test reloads and ensure compliance.

Big Game Rifle FFA, Fixed Firing Point, Lanes 1-10, 6400 ft lbs (8677.24 Joules). 500 metre range, QE < 11.25° (200 mils), ADH 1000 feet.

Rifle of a calibre up to .577"

Black powder 12 to 8 bore

Big Game Rifle FFA, Fixed Firing Point, Lanes 1-60, 6000 ft lbs (8134.9 joules). 500 metre range, QE < 11.25° (200 mils), ADH 1000 feet.

Rifle of a calibre up to .577"

Black powder 12 to 8 bore

7.62mm FFA, Fixed Firing Point, Hard Target Applied. 500 metre range, QE < 11.25° (200 mils), ADH 1000 feet.

Air pellet of a calibre up to .50"

Rimfire of a calibre up to .22"

Pistol of a calibre up to .45"

Rifle of a calibre up to 8mm

Black powder of a calibre up to .75"

Shotgun all Gauges using 6 - 9.5 shot

7.62mm FFA, Fixed Firing Point. 800 metre range, QE < 11.25° (200 mils), ADH 1000 feet.

Air pellet of a calibre up to .50"

Rimfire of a calibre up to .22"

Pistol of a calibre up to .45"

Rifle of a calibre up to 8mm



Black powder of a calibre up to .75"
Shotgun all Gauges using 6 - 9.5 shot

9mm - .45" FFA, Movement Box Applied, Hard Target Applied. 50 metre range, QE < 12.375° (220 mils), ADH 900 feet.

Air pellet of a calibre up to .45"
Rimfire of a calibre up to .22"
Pistol of a calibre up to .45"
Black powder of a calibre up to .75"
Shotgun all Gauges using 6 - 9.5 shot

9mm- .45" FFA, Fixed Firing Point, Hard Target Applied. 50 metre range, QE < 12.375° (220 mils), ADH 900 feet.

Air pellet of a calibre up to .45"
Rimfire of a calibre up to .22"
Pistol of a calibre up to .45"
Black powder of a calibre up to .75"

Classification Template. 800 metre range, QE < 4.894° (87 mils), ADH 500 feet.

Air pellet of a calibre up to .22"
Rimfire of a calibre up to .22"
Rifle of a calibre up to 8 mm
Black powder of a calibre up to .75"

Targets (Permitted Targets Only)

- Only targets **specified in the competitions** listed in the club's **affiliation** are allowed.
- All targets must be **approved**; no improvised or unauthorised targets are permitted without **explicit approval** from the **Range Approval holder** or their **delegate**.
- **Target Placement Requirements:**
 - Targets must be placed to match the **Range User's stance** (i.e., appropriate height).
 - The placement must ensure that all bullets, after passing through the target, **safely impact the bullet stop berm** (the large mound designed to catch bullets).
 - **Do not** move forward of the firing line **unless instructed by a Range Officer**—this includes when attaching or adjusting targets.
- **Humanoid Targets:**
 - **Strictly prohibited** for all users **except**:
 - NSW Police
 - Other authorised government agencies
- **Thermal Targets:**
 - **Not permitted** at any time.

If you're preparing for a shoot at the Hill Top range, make sure to:

- Use only the **approved types of targets** listed by the club.



- **Never bring or use humanoid or thermal targets.**
- **Follow all Range Officer instructions** and never cross the firing line without permission.

Metallic Targets

The 500-metre range at the Hill Top Shooting Complex features a limited number of **Metallic Plate** and **Metallic Silhouette** steel targets positioned at various distances.

Important Safety Requirement:

All Range Users intending to engage these steel targets **must inform range staff at the check-in counter before proceeding to the range.**
Under no circumstances is anyone permitted to fire at steel targets without prior approval from range staff.

This policy is in place to:

- Ensure the **safety** of all range users.
- Preserve the **condition and availability** of the steel targets for all members.

Strict compliance is mandatory. Failure to follow this rule may result in disciplinary action and restricted access to range facilities.

Approved Ammunition: NSW Police Force/ NSW Department of Corrective

AUTHORISED AMMUNITION – NSW Police Force / NSW Department of Corrective Services. 7.62mm FFA, Fixed Firing Point, Hard Target Applied. 500 metre range, QE < 11.25° (200 mils), ADH 1000 feet.

.38 Special (*All natures*)
.357 magnum (*all natures*)
9mm, (9x19, 9mm luger, 9mm parabellum), (*all natures*)
.40 inch (*all natures*)
.223 rem (5.56 x 45mm NATO), M862, SRT, F1, M855, M855A1
.308 win (7.62 x 51mm NATO), F4, F1, M80 Ball.
12 Gauge, 70mm (2¾), Solid shot all natures, Buckshot OS/SG, Birdshot 6-9, M1030, Batten, Bean Bag.
40 mm Low Velocity, M433 Prac, low impact batten.

7.62mm FFA, Fixed Firing Point. 800 metre range, QE < 11.25° (200 mils), ADH 1000 feet.

.38 Special (*All natures*)
.357 magnum (*all natures*)
9mm, (9x19, 9mm luger, 9mm parabellum), (*all natures*)
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40 mm Low Velocity, M433 Prac, low impact batten.

9mm - .45" FFA, Movement Box Applied, Hard Target Applied. 50 metre range, QE < 12.375° (220 mils), ADH 900 feet.



.38 Special (All natures)
.357 magnum (all natures)
9mm, (9x19, 9mm luger, 9mm parabellum), (all natures)
.40 inch (all natures)
.233 rem (5.56 x 45mm NATO), M862 SRT, CTR.
Classification Template. 800 metre range, QE < 4.894° (87 mils), ADH 500 feet.
.223 rem (5.56 x 45mm NATO), M862, SRT, F1, M855, M855A1
.308 win (7.62 x 51mm NATO), F4, F1, M80 Ball.

Authorised Activities

General Target Practice
Sighting In / Patterning / Ammunition Development
NSW Police Force, CDN 14
NSW Department of Corrective Services, CDN 15
NSW Security Company Personnel, CDN 16
NSW National Parks & Wildlife Services, CDN 17
NSW Local Land Services, CDN 18
NSW Licensed Firearms Dealer / Club Armourer, CDN 19
Marathon Targets Pty Ltd, Firearms Permit No. 412798522, CDN 20
W & E Platt Pty Ltd, Firearms Permit No, 410378250 CDN 21

Range Classification

This range is classified as an **Outdoor Range Danger Area**, meaning it is entirely located in an open-air environment and lacks exterior safety barriers beyond:

- The berms at the 800m and 500m firing points
- The divider walls and berms at the 50m range
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As such, maintaining the highest level of Range User discipline is absolutely essential at all times.

Range User Responsibility:

All users must exercise extreme caution to eliminate errant shots. Specifically:

- **Do not shoot over the berms**
- **Maintain muzzle direction within a 3-degree angle from the target** at all times from the firing line

Incident Reporting:

If **any stray shot** affects the range danger area, **you must immediately report** the incident to:

1. The **Range Officer**, and/or
2. The **Range Manager**

The incident must then be escalated to the **Range Approval Holder** without delay.



Due to the location of the SSAA NSW Hill Top Shooting Complex within a State's National Park, no pets are allowed on premises.

Closure

Due to its location within forested land and to ensure the safety of its patrons, the SSAA NSW Hill Top Shooting Complex will close when the Bureau of Meteorology declares the weather to be **Extreme or Catastrophic**.

SECTION 3 – Personnel

The Range Officer is officially authorised by the SSAA NSW Hill Top Shooting Complex to act as the Safety Officer during all range operations. The RO is responsible for maintaining safety across the facility, including:

- Oversight of all shooting activities and range use by members and visitors.
- Ensuring compliance with safety protocols, range rules, and approved practices.

The RO has the authority to supervise and conduct:

- Authorised shooting practices
- Matches and competitions

If necessary, the RO may, in response to a safety breach or other serious issue:

- Instruct any range user to cease shooting and clear their firearm.
- Request any non-compliant Range User or visitor to exit the facility.

All evictions must be reported to:

- The Range Manager
- Relevant Club Office Bearers
- The Range Approval Holder

Qualifications and Accreditation

To serve as a Range Officer, an individual must:

- Hold a current NSW firearms licence relevant to the categories of firearms used on the range.
- Be a financial member of the SSAA.
- Successfully complete the SSAA NSW Range Officer Course, which includes:
 - Theory and practical assessments
 - Demonstrating a required level of competence

Reaccreditation is required every three (3) years to maintain valid Range Officer status.

Recognition of Prior Learning (RPL) may be considered in cases where a member can provide evidence of relevant skills, knowledge, or experience gained through previous training or practical experience. To apply for RPL, the member must submit current and valid evidence to an assessor, demonstrating that they meet the competency requirements of the Range Officer Course qualification.



SSAA NSW Hill Top Shooting Complex – Range User Requirements

- **Sign-In/Sign-Out:**
All users must sign in and out at the reception area of the 800m, 500m, or 50m ranges upon arrival and departure.
- **Agreement to Terms:**
By using the facility, all users (including visitors) agree to abide by the Conditions of Entry, Range Rules, Shooting Range Approval, and Range Standing Orders.
- **Attendance Records:**
SSAA members' attendance is recorded electronically. The member, branch, or club remains responsible for overall reporting.
- **Secondary Permit Firearms:**
Users intending to use firearms/accessories registered to a secondary permit (e.g., high calibre pistols) must declare this intent and present the original permit at sign-in for approval by the Range Manager.
- **Firearms License Verification:**
Original firearms licences or permits must be presented at sign-in. Photographs or photocopies are not accepted. Interstate licenses valid under a national MOU are accepted.

Approved Organisations (NSWPOL) exempt from previous conditions must still present a notarised copy of their permit or authority.

Coaches and Supervisors who hold the appropriate licenses but do not intend to use firearms may be allowed access to the range to assist. However, they must sign in at the counter to have their visit digitally recorded as a non-shooting range attendance and must always comply with all instructions from the Range Officers.

Identification and Access Rules at SSAA NSW Hill Top Shooting Complex

General Rule:

- Persons **not fully licensed** must be clearly identifiable by wearing the corresponding **high visibility (Hi-Vis) vest**.

Non-Licensed Visitors

- **Access:**
 - Not permitted to enter any range areas **unless approved by management**.
- **Identification:**
 - Must wear a **white wristband**.
- **Restrictions:**
 - Must not go past the **Red Line** marking the firing area.
 - Must wear **hearing protection** while on the range.

Minors

- Must wear a **minor's Hi-Vis vest** while on the range.
 - Must be **supervised one-on-one** by a licensed Range User at arm's length **at all times** when shooting.
-



PPL (Provisional Pistol License) Holders

- **In Training:**
 - Must shoot only under their Club Range Officer (RO) supervision.
 - Must wear a **Hi-Vis vest**.
 - Must be supervised **one-on-one** by their Club's RO.
- **After Training (Second six-month period):**
 - May shoot independently if they present:
 1. A valid PPL firearm license.
 2. Their Club's training record showing completion of six mandatory training shoots and successful graduation.

P650 Range Users Guidelines

Who are P650 shooters?

- Unlicensed shooters permitted to shoot only under their Club's Firearm Registry Approval.
- Must wear a **high visibility vest** to be easily identifiable.
- Must be supervised **one-on-one** by a Club's Range Officer (RO).
- Must remain at **arm's length** from their supervisor at all times.

Club Responsibilities:

- Ensure all P650 forms are properly filled out.
- Submit the forms to the appropriate authorities.

P650 Supervisor Responsibilities:

1. **Supervision Ratio:**
 - **Only 1 unlicensed person per 1 licensed supervisor (1:1).**
2. **Presence:**
 - Supervisor must be present at the firing line at **all times** during shooting.
 - Supervisor **cannot leave** the line while the unlicensed person is shooting.
3. **Assistance:**
 - Supervisor must be ready to immediately help the unlicensed shooter if needed.
4. **Firearm and Ammunition Handling:**
 - Supervisor must personally convey the firearm and ammunition **from storage to the firing line**.
 - After shooting, supervisor must convey the firearm and ammunition **back to storage**.

SECTION 4 – Range Operations

Range Lights

All ranges except the 800m Range have a status indicator light on prominent display. The SSAA NSW Hill Top Shooting Complex range officer is responsible for actuating the **RED** and **GREEN** lights.



An illuminated **RED** light indicates the range is **OPEN** and live firing is occurring under the direction and close supervision of a range officer.

Only when the range lights turn **RED**, and instructed by the Range Officer, shooters may approach the shooting benches and uncase their firearms on the shooting bench with muzzle direction pointing down range.

An illuminated **GREEN** light indicates the range is **CLOSED** and no handling of firearms is permitted. All firearms must be cleared by range officers placed on the benches pointed in a safe direction downrange and the chamber flagged.

Target Change

Every half an hour, the Range Officer will make a call on the Public Address for the target change. When the Range Officer calls for cease fire, all shooters must cease firing immediately.

Shooters using rifles must:

1. Open the bolts, remove magazines, and flag their chamber.
2. Lever action rifles must have the lever open and the chamber flagged.

Handgun shooters must:

1. Remove magazines (semi-auto)
2. Rack their pistol slide open.
3. Flag the chamber.
4. For revolvers, open the cylinder.
5. Flag the chamber.

All firearms must be on the shooting bench, flagged and pointing downrange.

All shooters must step and remain behind the RED line until the Range Officer issue further commands.

Ammunition

Only ammunition approved and listed in the SSAA NSW Hill Top Shooting Complex Range Approval (see Sections 1 and 2) is permitted for use on the range.

Failure to comply with approved ammunition requirements will be considered a breach of the NSWFR Shooting Range Approval, Range Standing Orders, the SSAA NSW Hill Top Shooting Complex induction process, and Range Rules. Noncompliance may result in the following consequences:

1. **Liability for any costs arising from damage to range fixtures.**
2. **Liability for any injury caused to individuals.**
3. **Disciplinary action by SSAA NSW Hill Top Shooting Complex.**
4. **Reporting to Police and/or NSWFR, if required by the Shooting Range Approval.**

Important: Sub-caliber projectiles must NOT be fired for fire-forming purposes. Projectiles must match the firearm bore size to prevent ricochets.

- **Spent cartridge cases behind the firing line:** Must be collected by the shooter or disposed of in the marked brass bin.
- **Brass in the bin:** Becomes property of the SSAA NSW Hill Top Shooting Complex.
- **Range users:** May keep their own fired brass but cannot take brass belonging to others.



- **No walking forward of the firing line** without approval from a range officer.
- **Brass falling forward of the firing line:** Is considered lost, cannot be collected during shooting, and cease fire will not be called to collect it.
- **Brass forward of the line:** Is property of SSAA NSW Hill Top and will be collected by approved staff outside operating hours.
- **Approved events shooting forward of the line:** Are exempt and follow special brass collection rules as above.

Safety Guidelines for Collecting Used Brass:

- Always wear gloves and a mask while collecting used brass.
- Wash your hands thoroughly after completing the collection.
- Do **not** use brooms to sweep up brass for collection.

Permitted Arcs of Fire

Each shooting bay is numbered and has a correspondingly assigned target. Range users must engage only with their assigned target. Targets must be positioned to align appropriately with the shooter's stance and placed at a height that ensures the trajectory of the round is directed straight back into the berm behind the target, not angled upwards toward the sky or downwards toward the ground.

Certain events, such as IPSC and Service Pistol competitions, can only be conducted after receiving prior authorization from the SSAA NSW Hill Top Shooting Complex. This authorization is granted only once the club demonstrates proper safety practices. Upon approval, strict safety discipline will be enforced, including one-on-one supervision.

To maintain and maximize range safety, all arcs of fire must remain focused toward the assigned target to minimize the risk of ricochets. Prone shooting is only permitted under specific circumstances and must receive prior approval from the SSAA NSW Hill Top Shooting Complex.

Firing (discharging your firearm.)

The following firing principles are applicable to all SSAA NSW Hill Top Shooting Complex ranges:

- Shooting may only occur as instructed by the RO on duty, when the range is **OPEN**, and the **RED** range status light is illuminated.
- Firearms always remain the responsibility of the licensed owner.
- **Firearms must not be left unattended on the benches unless the firearm is unloaded, the action or cylinder is left open, and any detachable magazines removed and the firearm has been cleared and flagged.**
- Only magazines that the range user is licensed to possess are to be used.
- Firearm magazines are not to be loaded other than at the firing line and at the direction of the RO.
- Any person who identifies that there may be a risk to life or property **must** notify a Range Officer immediately.
- Any person who suffers injury or causes property damage whilst using a firearm **must** immediately report this to the Range Officer and or Range Manager. Refer to section 6 of this document for reporting requirements and pathways.



Handling firearms - general

- **Exemptions:**
SSAA NSW Hill Top Shooting Complex staff and Range Approval Holders are exempt from this section.
- **Handling Firearms:**
Firearms may only be removed from their bags or cases and handled within the range or designated handling areas.
Firearms used for training or demonstration (e.g., in classroom settings) require prior approval from SSAA NSW Hill Top Shooting Complex Management.
- **Securing Firearms:**
Unless otherwise approved by SSAA NSW Hill Top Shooting Complex Management, firearms must remain secured in a hard case or gun bag at all times until placed on the firing line.
- **Muzzle Direction and Handling:**
The safe direction on the range is **downrange towards the berm only**.
The muzzle must never point towards the walls, sky, ground, or behind the firing line at any time. Firearms must be uncased only at the firing bench on the firing line, inside the shooting bay, with muzzle discipline strictly maintained by pointing downrange. Under no circumstances are firearms to be handled if there are people downrange.
- **Range Closed Procedures:**
When the range is closed, all firearms and magazines must be unloaded, bagged, or boxed.
- **Moving Firearms Between Bays:**
No firearms are permitted to be moved between bays unless:
 - Cleared by the acting Range Officer, and
 - The firearm is cased or bagged.

Firearm Clearing Procedure for Removal from the Firing Line

- **Range Officer Clearance Only:**
Firearms must be cleared by a Range Officer. Shooters cannot clear their own or others' firearms.
- **Unload and Open Action:**
The firearm must be fully unloaded of live ammunition with the action open and ejection port facing up.
- **Magazine Removal and Clearing:**
Remove all magazines, ensure they are empty, and have them cleared by the Range Officer at the end of the shooting sequence. Magazines should have the follower pointing toward the rear of the range.
- **Notify the Range Officer:**
The shooter must get the Range Officer's attention to request clearance.



- **Inspection by Range Officer:**

The Range Officer will inspect each firearm to confirm:

- Open action
- Clear chamber
- Ammunition removed from firearm and magazines

- **Final Clearance and Packing:**

The Range Officer will confirm clearance and advise that the firearm(s) may be cased or bagged. The muzzle must remain pointed downrange while packing.

Malfunction Procedure for Shooters:

- **Misfire Handling:**

- Keep the firearm pointed downrange for **at least 60 seconds** before attempting to clear it.

- **Clearing the Firearm:**

- Unload all live ammunition.
- Leave the action open.

- **Alerting Range Officer:**

- Shooter must immediately notify the Range Officer of the malfunction.

- **Range Officer Assistance:**

- Assist the shooter as much as possible.
- Seek help from other range staff if needed.
- **No repairs** to be attempted by the Range Officer.

- **If Stuck Live Round Cannot Be Cleared:**

- Range Officer informs the Range Manager.
- Shooter is informed to make the firearm as safe as possible.
- Firearm must be bagged and removed from the range **with the muzzle pointing upwards**.

- **Firearm Removal:**

- Remove firearm from the range directly into the shooter's transport **as-is**.

- **Post-Range Action:**

- Range Officer advises shooter to take the firearm to a gunsmith promptly.

Handgun Range Usage Rules

1. Fully Licensed Category H Range Users

- Must present their original firearms license endorsed with Category H when signing in.
- Must show proof of current financial membership of their pistol club (e.g., membership card).
- To use **high calibre pistols**, they must:
 - Seek prior permission.
 - Present their High Calibre permit.

2. Probationary Pistol Licence (PPL) Holders



- **Ungraduated PPL holders:**
 - Can only shoot when their club is at the range.
 - Must be under the supervision of a club Range Officer (RO).
- **Graduated PPL holders (unsupervised shooting allowed only if all of the following are met):**
 - Present their original probationary pistol licence and be in the second six months of its issue.
 - Present proof of successful completion of graduation from their pistol club.
 - Present proof of current financial membership of their pistol club (e.g., membership card).

3. High-Calibre Pistol Permit Holders

- Must declare their intent to use a high-calibre pistol on the range.
- Must present their original High-Calibre Pistol Permit to range staff.

Holsters

Holsters Policy

Holsters are not permitted outside of specific approved competitions. Participants wishing to use a holster must be accredited by a recognised professional or competition body. Holster use is only allowed with approval from the Range Approval holder.

Approved holsters may only be worn on the 50m pistol range and strictly within the confines of the ranges during holster-approved events. Upon completing the match, the firearm must be cleared (bagged or boxed) before leaving the range.

Holster shooters may walk around the facility with their holster on; however, the holster must be empty, no firearm or magazines may be carried while walking outside the designated shooting area.

Casual Approved Holster Shooters Guidelines

- Casual approved holster shooters may only use their holsters outside scheduled club events on the 50m range.
- Use is restricted to the specific shooting bays within ranges 2, 3, 4, and 5.
- Shooters must present valid membership from a recognized holster accreditation body at check-in before being permitted to use their holster.

Cleaning of Firearms on the Range

Cleaning of firearms on the range are only permitted on the shooting bench. Firearms must be cleared and pointing downrange at all times. Shooters must ensure no solvent or oil spillage on the benches and must ensure they clean any mess resulting from their cleaning activity.

SECTION 5 – Range Safety Considerations

Communications and Safety Guidelines

Range Safety Officers (RSOs):



- RSOs must maintain good visual contact with all range users at all times while shooting is being conducted.
- During pistol matches or practice sessions, only pistol-accredited RSOs are to be utilised.

Spectators (Non-Range Users):

- Spectators must comply with all directions given by SSAA NSW Hill Top Shooting Complex staff.
- Spectating is permitted **only** from behind the **RED LINE** located in the middle of the fairway, which separates the firing line from the spectator area.
- Spectators are **not permitted** to cross the RED LINE at any time.
- Spectators must wear hearing protection while on the range.

Children:

- Children are welcome at the facility but must be kept under the **direct, close, and personal supervision** of a parent or legal guardian at all times.
- Children must wear hearing protection while on the range.

Hearing and Eye Protection:

- Wearing hearing and eye protection is **mandatory** for all persons participating in shooting activities on the range.

Footwear and Clothing

- Fully enclosed footwear is mandatory.
- Wear sensible clothing without low-necklines or sleeveless tops to minimize skin exposure to spent cartridges.

Food and Drink

- Eating or drinking is not allowed on any of the three ranges.
- Food and drinks must be consumed outside the range area.
- Washing hands and face before consuming food or drink is recommended.

Alcohol and Drugs

- Zero tolerance for drugs and alcohol.
- Anyone suspected of being under the influence will be excluded and may face disciplinary action.

Smoking

- Smoking or vaping is not permitted inside the facility (per Smoke-free Environment Act 2000).
- Smoking is banned within 4 meters of any pedestrian entrance.
- Smokers should wash hands after shooting and before smoking to reduce lead ingestion risk.
- Dispose of all smoking materials in the bins provided.

Recording Devices

- No video, audio, or still photography allowed unless approved by management (except for CCTV).



SECTION 6 – Emergency Information

Shooting Range Approval Condition 9 – Incident Reporting Requirements:

- **Immediate Reporting:**
Any incident or accident-causing injury to a person or damage to property involving firearms possession or use on the range **must be reported immediately to the NSW Police Force**.
- **Follow-up Reporting:**
A separate report must be made to the **NSW Firearms Registry within 48 hours**. This is required under clause 94(1)(c) of the Firearms Regulation 2017.
- **Additional Notifications:**
The incident must also be reported **immediately** to:
 - SSAA NSW Chief Executive Officer
 - SSAA NSW Hill Top Shooting Range Approval Holder(s)
 - SSAA NSW Hill Top Shooting Complex Range ManagerThese notifications can be done in person or by phone.

Incident Reporting Procedure:

The Supervisor (Range Officer) on Duty is responsible for completing an official SSAA NSW Hill Top Shooting Complex Incident Report for every incident that occurs on site regardless of severity.

Emergency Phone Numbers:

- Fire, Ambulance, Police: 000

These emergency contact numbers must be clearly displayed at the Range Office.

Emergency Location Details:

For emergency services, the range address is:

430 Wattle Ridge Rd, Hill Top NSW 2178

Range Standing Orders

Completed by:

Boutros Zouki
SSAA NSW Hill Top Shooting Complex Manager

Endorsed by:

Peter Szaak
SSAA NSW Chief Executive Officer