



**BYLAWS  
OF THE  
NOARLUNGA CITY PISTOL CLUB INCORPORATED**

**INDEX**

- 0. DEFINITIONS**
- 1. SAFETY REGULATIONS**
- 2. RANGE PROCEDURE**
- 3. INTOXICATING LIQUOR**
- 4. PISTOL PERMITS**
- 5. RANGE OFFICERS**
- 6. RANGE COMMANDS**
- 7. ATTENDANCE**
- 8. JUNIOR MEMBERS**
- 9. INTER-CLUB TRANSFERS**
- 10. APPLICATION FEE**
- 11. JOINING FEE**
- 12. SUBSCRIPTIONS**
- 13. RANGE FEES**
- 14. CLUB CHAMPIONSHIPS**
- 15. GENERAL HEALTH & SAFETY RULES.**
- 16. VISITORS.**
- 17. WAIVING FEES.**
- 18. POLICIES**

**SCHEDULES.**

- 1. Definitions.**
- 2. Fees.**
- 3. Matches.**
- 4. Keys.**
- Z. Amendments**

**0. DEFINITIONS**

These are found in Schedule 1.

**1. SAFETY REGULATIONS**

- (a) At all times whilst at the firing line, all pistols, rifles and shotguns shall point in the direction of the target.
- (b) All pistols, rifles and shotguns shall be unloaded and inspected before any person moves forward of the firing line.
- (c) The handling of pistols, rifles and shotguns is prohibited when persons are forward of the firing line, and no person to be within one metre of the bench that the firearm is on.
- (d) Eye protection must be worn by all personnel on the firing line, while firing is in progress.
- (e) Ear protection must be worn by all personnel on the firing line, while firing is in progress, except during air pistol shoots.
- (f) All pistols, rifles and shotguns are to have the actions open, magazines removed and or cylinders open when not being fired, in all places other than the firing point, unless cased. (Cased means in a locked or closed box or pouch. A holstered pistol is not classified as cased unless clause 1 (k) applies).
- (g) All pistols, rifles and shotguns shall remain cased and not handled or displayed by any person in the Clubhouse at any time, except for purposes authorised by the committee of management, such as training sessions or official inspection during Championships.
- (h) The Committee may at any time cause any pistol to comply to regulation standards as in force at that time to enable any score to be recorded as official.
- (i) Whenever shooting is in progress on live range areas, warning red flags are to be displayed from prominent places. Targets are to be affixed to fixtures provided and in a manner so as not to damage range property or area. Shooting is to be conducted only in areas provided.
- (j) Children under ten years of age shall NOT handle pistols, rifles and shotguns, ammunition etc. in any area of the club.
- (k) All pistols, rifles and shotguns shall be loaded only at the firing point. No holstered pistol shall be permitted, except during the course of the Service Pistol match, WA1500 (& its variations), Western Action match and the Action match, then only whilst under the control of the Range Officer.
- (l) During the course of the Service Pistol match, WA1500 (& its variations), Western Action match and the Action Match, the wearing of a holstered pistol shall only be permitted within the firing areas, or designated "safe area". A loaded and holstered pistol is prohibited in all places other than the firing point.
- (m) Safe areas will be delineated by an orange painted line outside of the range sheds.
- (n) That the Range Officer responsible for the operations and safety procedures during scheduled matches will be responsible for not more than ½ of full range capacity without a second range officer assisting on the second half of the range.

- (o) All firearms must remain cased or covered when in the car-park and whilst transporting to and from the firing line.
- (p) Enclosed footwear being shoes or boots must be worn by all personnel on the firing line whilst firing is in progress.
- (q) Any member that has been involved in a breach of safety rules and had an Firearms Incident report declaring a breach of safety must:
  - (i) Report to the next committee meeting to explain incident whereas committee may warn verbally or in writing or suspended as per constitution item 12
  - (ii) Abide by committee decision.
- (r) Any member who has a second Firearms Incident report lodged within three months of the first will appear before the committee at the next meeting where the committee may suspend or retrain as per constitution item 12 ( c ).
- (s) Any member who has a third Firearms Incident report lodged within six months of the first will have SAPOL form PD486B CLUB or EMPLOYER REPORT TO REGISTRAR OF FIREARMS and :
  - (i) will be suspended until the member completes FASAT training.
  - (ii) or expulsion as per constitution item 12 ( c ).

## 2. **RANGE PROCEDURE**

- (a) Any person attending any section of the range who has never previously participated in the particular match being conducted **MUST** report to the Range Officer or any instructor present and receive instructions until considered competent, before taking part in any match or practice.
- (b) Visitors and probationary members who are not holders of an appropriate class of firearms licence shall not participate in official club shoots.
- (c) Visitors and probationary members who are not holders of the appropriate class of firearms licence shall only participate in such practices as may be approved by the Range Officer, providing that:
  - (i) They are accompanied at all times on the firing line by a competent coach; and
  - (ii) Shots must be loaded and fired one at a time, viz. no charged magazines, unless the coach deems them competent and safe.
- (d) All persons using the range at any time **MUST** sign the Attendance Register.
- (e) The maximum speed permitted on any approach road to any of the ranges and within the areas shall be 10 k.p.h.
- (f) All persons shall be entitled to a range key (defined in schedule 4) providing that:
  - (i) Upon leaving the range they must ensure the security of the range
  - (ii) They are an active and financial member of the Club; and
  - (iii) In the case of Committee persons, (or those permitted by the Committee), is entitled to a Committee Key.
  - (iv) A part refundable fee (as prescribed in schedule 2) is applicable for the range key, there is no fee applicable to the Committee Master Key. The Committee Master Key shall be returned when requested by the Committee. The Master Key is non-refundable as no fee is paid on issue.
- (g) All persons attending the range are required to wear a name badge of a type approved by the Committee of Management. A person may not be permitted to

shoot unless wearing a name badge, and have upon their person a current shooters licence of the appropriate class & Purpose Of Use.

- (h) Members using the sighting in tunnel on Range 2 must:
  - (i) abide by SAPOL letter dated 3 November 2004 which states:
    - (6) A maximum of ten rounds of ammunition are to be fired per firearm.
  - (ii) Not use restricted calibres as per SAPOL letter posted on range 2 dated 20<sup>th</sup> August 2010.

### **3. INTOXICATING LIQUOR**

- (i) No person, whether a member of any affiliated Club or not, shall consume on any firing area of any affiliated club, any intoxicating liquor, or be admitted to any firing area while they are deemed to be under the influence of any liquor.
- (ii) Alcohol can be consumed once the scheduled match has been completed.

### **4. PISTOL PERMITS**

The Secretary or other authorised delegate may issue a permit for the purchase of a firearm to a financial and active member provided they hold the appropriate class of firearm licence for the gun to be purchased. The range must also be approved for the calibre of firearm being purchased.

### **5. RANGE OFFICERS**

The Range Officer or person nominated as such shall have full control of the detail which they has been designated to control. This person must remain with the detail at all times, and should assistance be deemed necessary, they shall notify the Senior Range Officer.

### **6. RANGE COMMANDS AND COMPETITION COURSES**

Shall be carried out in accordance with the relevant regulations as laid out in Schedule 3 of the Bylaws.

### **7. ATTENDANCE**

- (a) All members on joining the Club shall be regarded as Probationary Members and are to comply with the conditions of attendance and regulations as prescribed by the Committee of Management and when shooting, be coached by an instructor or member nominated by the Club Captain for that purpose.  
On obtaining Full Membership new members are encouraged to attend 6 scheduled competitions in the first 6 months, and in the next 6 months, another 6 shoots, but must compete in at least 6 programmed competitions in their Firearms Licence year (plus 4 more for any second category of handgun) as per the Firearms Act & Regulations.
- (b) Full members and Family Members shall submit and record a score, with a minimum as per the SA Firearms Act and Regulations or other relevant legislation. Failing to do so, the Committee of Management will declare the member non-active and must by law notify the Police Firearms Branch, and may at its discretion, refuse continuance of membership. The Committee of Management will not issue a renewal chit to members who do not comply with relevant legislation.
- (c) Allowance may be made by the Committee of Management for leave of absence upon written request from a member. Members must still comply with the Firearms Act & Regulations for their Firearms Licence year.

- (d) Any member absent from the Club may shoot at any Club, subject to the approval of that Club, and may have their attendance recorded and forwarded to the Club Secretary or Scorer for recording as an attendance.
- (e) Any member on leave of absence is and shall be liable for any monies due in that period.
- (f) Any member attending any affiliated club or association, for the purpose of organising and promoting competitive shooting, may subject to the approval of the Committee of Management, have their attendance recorded by the Club Secretary. Should such attendance be deemed necessary, then Section (b) does not apply.

**8. JUNIOR MEMBERS**

- (a) Junior members may shoot only while being directly supervised at such practices as may be approved by the Range Officer.
- (b) Junior members must be competent with an air pistol before they are allowed to use rimfire pistols. The decision on competence shall be made by the Committee acting on the advice of the Club Captain or authorised Training Officer if appropriate.
- (c) Competent Junior Members may use only single-loaded rimfire pistols until the Committee, acting on the advice the Club Captain or authorised Training Officer if appropriate, approves the use of charged magazines.
- (d) Junior members shall not use centrefire revolvers or pistols, rifles and shotguns unless special approval in writing has been given by the Committee, with the concurrence of the Club Captain.
- (e) As per the Firearms Act & Regulations, juniors under 14 years of age can only handle and use Class A firearms.
- (f) Minors to be accompanied by a parent or guardian at all times (Child Protection Act 1993.)

**9. INTER-CLUB TRANSFERS**

- (a) Current financial members of other Clubs may apply for membership of the Club and if accepted, shall be liable to such fees as laid down in the Constitution.
- (b) Notwithstanding details as laid out in Clause 9(a) above, in the case of transfers from a S.A.R.P.A. club the Committee may, at its discretion, accept any transfers as an immediate full member.

**10. APPLICATION FEE**

As per Schedule 2.

**11. JOINING FEE**

As per Schedule 2.

**12. SUBSCRIPTIONS INCLUDING RANGE FEES**

As per Schedule 2.

**13. RANGE FEES**

As per Schedule 2.

#### 14. **CLUB CHAMPIONSHIPS**

- (a) The Club Championship may be conducted in all sanctioned matches, annually all financial members can participate unless stopped by the constitution.
- (b) The Committee of Management will determine the fixture, date and method of conducting the Club Championships. The Committee of Management will also publish the format through the timetable and club newsletters.
- (c) Matches to be competed shall be at the discretion of the Committee, and shall be conducted in accordance with the rules as issued by the appropriate governing bodies. The Committee will decide any variation from the rules.
- (d) There may be a nomination fee for each match, to supplement the cost of medals or prizes. The nomination fee shall be determined by the Committee and shall be the same for each match.
- (e) There may be a medal or prize awarded to the off gun placings, of all matches conducted. A perpetual trophy shall be awarded to the 'Off Gun' winner, in each match conducted.
- (f) There may be a perpetual, 5 Match Aggregate trophy for men. This does not include juniors. The trophy shall be awarded to the competitor with the highest, sum total score for Air Pistol 60, Free Pistol, Standard Pistol, Rapid Fire Pistol and Centre Fire Pistol.
- (g) There may be a perpetual, 3 Match Aggregate trophy, for ladies. This does not include juniors. The trophy shall be awarded to the competitor with the highest sum total score for Ladies Air Pistol 40, Sport Pistol and Standard Pistol.
- (h) There may be a perpetual, 3 Match Aggregate trophy, for junior members. The trophy shall be awarded to the competitor with the highest sum total score for Junior Air 60, Junior Sport Pistol and Standard pistol, except that:
  - (i) The junior girl air pistol match, shall be a 40-shot match; and
  - (ii) The score for the junior girl air pistol match, is to be multiplied by 1.5 so as to bring the score in line with the junior men air pistol 60 score.
- (i) There may be a perpetual, Junior Champion trophy, for junior members. The trophy shall be awarded to the junior with the highest, 'Off Gun' score, in each match conducted.
- (j) Any medal or prize, awarded for placings, in the grades of matches conducted, may include the winning name and score, but shall be retained permanently by the winner.
- (k) All perpetual trophies shall be engraved, with the winning name and score and are to remain at the clubhouse.
- (l) A club championship shoot must be shot on the rostered day at the allocated time. However, a member who is representing the club in a National, State or Interclub Championship may use that score in the NCPC Championships. A request must be made to the committee in writing to allow this, prior to the Championships. Refer Committee Meeting 401, 14<sup>th</sup> March 2010 section 4.3 & Committee Meeting 402, 11<sup>th</sup> April 2010 section 5.17

**15. GENERAL HEALTH AND SAFETY RULES.**

- (1) Smoking (including E-cigarettes) is not permitted in the Clubhouse, Scoring Room or any roofed area. This includes Shooting Ranges regardless of whether a match is in progress or not. This ban includes a 3 Metre area around the structures, especially doorways.  
The only exclusion to this is, smoking is to be allowed in the Patio / Pergola area attached to the Clubhouse.
- (2) Due to health reasons no pets are allowed in the clubhouse.
- (3) Minors to be accompanied by a parent or guardian at all times (Child Protection Act 1993.) As per new sign.
- (4) On days forecast by the Bureau of Metrology warnings page as a catastrophic fire danger rating, as a duty of care to members, no scheduled matches will be shot.

**16. VISITORS.**

- (1) All visitors (members of the public and other clubs) are welcome to attend The Club and try competition shooting however after three (3) attendances they must decide if they want to join the club or not.  
Minors to be accompanied by a parent or guardian at all times (Child Protection Act 1993.)

**17. WAIVING FEES.**

- (1) At the discretion of the committee the club Secretary and or Treasurer can have his / her club annual subscription fees waived, except for the SARPA capitation fee, which must be paid for by the Secretary/ Treasurer so that the Club is not out of pocket.
- (2) At the discretion of the Committee the club trainers can be reimbursed \$25 per new member trained.

**18. POLICIES.**

- (i) The Volunteer Management policy, Risk Policy and the Risk Management Policy developed in October 2018 are to be reviewed by the committee yearly in October or as close to practicable.
- (ii) The membership should abide by the Member Protection Policy of Shooting Australia as followed by SARPA. Links to the document to be available on the Noarlunga City Pistol Club website.
- (iii) The club Strategic Plan should be reviewed at the same time as the policies at 18 (i).

**SCHEDULE 1.**

**DEFINITIONS.**

Coach.

For the purposes of the Bylaws means any member with at least three years experience in firearms.

Member.

A member is defined as being those that meet the requirements of clause 3 of the NCPC constitution.

Firearms & Safety Awareness Training Officer. (FASAT Officer).

Is a member who has successfully completed the SARPA training, as recognised by the Police Firearms Branch.

Trainer.

Is a Firearms & Safety Awareness Training Officer.  
Formerly a "Safety Awareness Officer".

## ACRONYMS.

PA is Pistol Australia

SARPA is The South Australian Revolver and Pistol Association.

SASS is the Single Action Shooting Society.

FASAT Officer is a Firearms & Safety Awareness Training Officer.  
(Formerly a "Safety Awareness Officer", SAO)

## SCHEDULE 2. FEES.

When applying to join The Club, Application & Training Fees must be paid together and must accompany the Club membership application form:

TOTAL is \$200 for all members except; juniors \$160 & Social Members \$60.

Application Fee.

The application fee is to be \$100.00 for Full Members, Family Members, Junior Members, Associate Members, Rifle & Shotgun Members and \$60.00 for Social Members.  
The application fee is non-refundable.

Training Fee.

The Training Fee is \$100.00 and is to be paid with the Application Fee (above).  
This fee covers Club firearm use, maintenance, ammunition, targets, patches and training material during the training course.  
The Training Fee is non-refundable if the applicant has started training.  
If training has not started any Training Fee refund is reduced by any training fees paid to SARPA.

Subscriptions (Annual Fees).

The subscriptions are;

Full Members	\$ 350.00
Family Member (Spouse)	\$ 155.00
Junior Member 10-18	FREE
Junior Member 18-21	\$85.00
Associate Member (SARPA)	\$165.00
Associate Member (non SARPA)	\$200.00
Rifle / Shotgun Member	\$255.00
Social Member	\$ 20.00.

Note: Rifle / Shotgun member fee is less than "Full Member" because the NCPC currently pays SARPA half the capitation fee of a Pistol member, (August 2013).

The subscription (Annual Fee) is to be paid after training & upon acceptance of membership, and is pro rata adjusted to the nearest month of the remaining membership year, (taking into account SARPA's pro-rata capitation charges).

The Club year is 1<sup>st</sup> July to 30<sup>th</sup> June.

Range fee.

The Range Fee is \$ 5.00 per match for SARPA affiliated club members.

The Range Fee is \$15.00 per match for Non SARPA affiliated club members.

SARPA membership card must be shown or \$15 fee applies.



Note: For shotgun VISITORS there is an additional fee of \$7.00 for the Clay Targets.  
(\$5 or \$15 range fee as above, plus \$7 clay target fee = \$12 or \$22 total

### **SCHEDULE 3.**

#### **MATCHES.**

ISSF (formerly UIT rules) rules as issued by Pistol Australia

Service Pistol, 25 Yards Service Pistol and Black Powder rules as issued by Pistol Australia.

WA1500 (and its variations) Match rules as issued by Pistol Australia.

Action Pistol match (formerly International 1920 match) rules as issued by Pistol Australia.

Single Action (formerly Western Action) rules as issued by SASS.

## SCHEDULE 4.

### KEYS.

Definitions.

Range Key.                   Marked P1

Entitles the holder access to the main gate and all the locked range areas excluding the clubrooms and other areas defined by the committee below.

Range Key is available to Members for \$50-00 of which \$30 is refundable upon return of the key. (Refundable only for members who joined after September 2004 and paid the full \$50 fee.)

Other excluded range key areas are;  
Safe, Fridge, Scoring Shed, Storage Container.

Committee Key.           Marked MKP

Entitles the holder access to all the locked range areas including the clubrooms, excluding other areas defined by the Committee below.

Other excluded Committee key areas.

Safe, Fridges.

## SCHEDULE Z.

### AMENDMENTS

<u>Amendment No.</u>	<u>Date Approved</u>	<u>By-Law No.</u>	<u>Type of Amendment</u>
34	07/10/93	10	APPLICATION FEE
35	07/10/93	11	JOINING FEE
36	07/10/93	12	SUBSCRIPTIONS
37	07/10/93	13	RANGE FEES
38	01/10/92	4	PISTOL PERMITS
39	11/02/93	15	WORKING BEES
40	09/06/98	4	PISTOL PERMITS
41	05/06/00		Complete Rewrite.
42	14/06/01	1 (n)	RANGE OFFICERS
43	06/07/06	1c, 1o,15,16	Safety Rules & various. smb339
44	01/06/08	Schedule2.	Change to Range Fees. Smb339
45	09/08/09	Schedule 2.	Change to Fees per AGM. Smb339
46	13/09/09	7(a), 8 (e)	Attendance requirements. Juniors. Smb339
47	11/04/10	14 (L)	Away scores included in Club Champs. Smb339
48	11/07/10	17 (1) & (2)	Waiving Fees, Secretary & Trainers. Smb339
49	03/07/11	Schedule 2	Change to Fees per AGM. Smb339
50b	12/08/12	1, 2, 8, 15, 16	Safety & Child Protection Act 1993 Smb339
51	11/08/13	Schedule 2	Clarify training Fee refund.
52	13/10/13	15,1, Schedule 2	Non-Smoking areas, Fees & other minor. smb339.
53	10/04/16	17 (1)	WAVING OF FEES. Kld1030
54	10/05/18	1 (q,r,s)	SAFETY REGULATIONS.Kld1030
55	10/10/18	2 (h)	RANGE PROCEDURE. Kld1030
56	10/10/18	Schedule 2	FEES. Kld1030
57	10/10/18	18 (new)	POLICYS. Kld1030
58	11/12/18	15 (4)	HEALTH AND SAFETYKld1030