

CHANDIGARH POLICE
STANDING ORDER15../2002

Subject :- Administrative control of Patiali Rao Shooting Ranges Complex, Chandigarh.

Object:-

The object of this standing order is :

- to maintain discipline,
- to ensure proper functioning of the shooting ranges,
- safety of equipment, weapon, building and personnel,
- access control,
- upkeep, maintenance and look-after of the building, fittings/fixtures, butt-walls, lawns, furniture, equipment, record etc.

To fulfil the above objective, the following guidelines/instructions shall be strictly adhered to by all concerned :-

1. SECURITY/SAFETY

A static guard of 1-4 of Chandigarh Home Guards shall be deployed at the Shooting Ranges who shall station themselves in a room. This guard shall function under the command and control of Incharge of Shooting Range. One sentry with lathi, shall always be on duty near the Administrative Block during day time from 7.00 A.M. to 8.00 P.M. during summer season and from 8.00 A.M. to 7.00 P.M. during winter season. During night time, two HGVs shall be on patrolling duty in the Shooting Ranges complex covering the whole area.

2. CHANDIGARH POLICE SHOOTING TEAM

- (i) The I/C of Chandigarh Police Shooting Team shall be overall incharge of the Shooting Ranges and his team shall base themselves at the Ranges during day time. However, they can be called for any duty in case of emergency.
- (ii) The I/C Shooting Team shall ensure that one member of the Shooting Team is detailed daily by rotation to supervise the firing practice being carried out at 10-meter range by the students/other persons who shall act as a coach.

3. USE OF SHOOTING RANGES

No range shall be allowed to be used by anybody without written permission from DSP/Lines. 10-meter range can be used for practice with air rifle/pistol by the students/other persons whose names stand

registered with Chandigarh Rifle Association or any other appropriate authority. Regarding use of 25-meter and 50-meter ranges, the permission from DSP/Lines would be required. The 300-meter long range which was earlier being used for practice with long range weapons, shall not be used by anybody till further orders. Apart from 10-meter range, no other range shall be allowed to be used by anybody unless one week's notice is given to the department. The police armourer shall be responsible to check the firearms being used at the ranges and shall ensure that the same is in proper working condition.

4. BOOKING CHARGES

Any range except long range, can be booked for carrying out firing/shooting practice by sports associations, clubs, banks, corporations, security agencies, NCC, para-military forces, schools/colleges/universities, any other Govt.Deptt./organization or by any other individual, on the following terms and conditions :-

- (i) The organization/department/individual shall pay the booking charges as fixed by the Police Deptt. from time to time, in the office of DSP/Lines and shall get a written permission for use of Shooting Range.
- (ii) In case the shooting range is not used after payment of booking charges, the amount shall not be refundable.
- (iii) Security amount as fixed by Police Department from time to time, shall be paid by the organization/department/individual in the office of DSP/Lines, which shall be refundable. After the use of shooting range, the I/C Shooting range shall issue a clearance certificate and on production of such certificate, the security amount shall be refunded from the office of DSP/Lines. The organization/department/individual shall be liable to pay for the damage as may be caused in any way during the utilisation of the shooting ranges by them.
- (iv) All the material used for carrying out shooting/firing practice including target frames/papers, carpet, ammunition etc. shall be of the organization/department/individual.
- (v) The cleanliness of the shooting range premises, shall be the responsibility of the organization/department/individual concerned after conducting the firing/shooting practice, otherwise they shall be liable to pay the sweeping charges.
- (vi) The reservation can be cancelled at any time by Police Department with or without any notice at its discretion and without assigning any reason whatsoever.

- (vii) Persons/organization booking the range, shall be accountable and responsible for the proper upkeep of the weapons, range discipline, physical fitness of the shooters etc.

5. ACCESS CONTROL

- (i) The shooting ranges shall be out of bound for all persons and entry would be allowed only to the authorised persons.
- (ii) The sentry on duty shall ensure that vehicles are allowed to be parked only in the appropriate parking place earmarked for this purpose and no vehicle shall be allowed entry beyond administrative block.
- (iii) Entry of pet-dogs accompanying individuals shall not be permitted to the shooting ranges complex.

6. RANGE DISCIPLINE

- (i) Strict discipline shall be maintained at the ranges.
- (ii) Only one person accompanying the shooter shall be allowed to sit in the Range premises.
- (iii) Cooking of food items is not allowed in the range premises and in case someone has to eat/drink something, the packing material/wrappers/empty bottles etc. should be thrown in the dust bin.
- (iv) Use of alcoholic drinks and smoking is strictly prohibited in the range premises.
- (v) No private guest of any police personnel/HGV is allowed to stay for night in the building of Shooting Ranges.

7. RECORD/REGISTERS

The following record/registers shall be properly maintained at the Shooting Ranges :-

- (i) **Visitor's Register**
All civilians entering the Shooting Ranges shall make entry in this register and the complete address, vehicle number, type of weapon being carried, time of entry/exit shall be entered in it. The person making such entry shall put his signatures over it.
- (ii) **Stock Register**
Entry about all the articles/equipment issued for use at the Shooting Ranges from time to time, shall be maintained in this register.

(iii) **Daily Duty Roster**

Entry about daily duties assigned to the members of shooting team as well as the HGVs, shall be made in this register, which shall be signed by all individuals.

(iv) **Office Order File**

The copies of all orders/instructions received from the office of DSP/Lines, SSP and Police Headquarters, shall be kept in this file.

(v) **Range Allotment File**

The copies of all orders received from the office of DSP/Lines with regard to permission for use of Shooting Ranges, shall be kept in this file.

8. TIMINGS

The timings at the shooting ranges would be as under :-

- | | |
|--------------------|--------------------------|
| (i) Summer season | : 8.00 A.M. to 6.00 P.M. |
| (ii) Winter season | : 9.00 A.M. to 4.30 P.M. |

9. SUPERVISION

DSP/Lines assisted by RI/Lines shall be responsible to exercise proper supervision and control over the functioning of Shooting Ranges.


Inspector General of Police,
U.T.Chandigarh.

No. 30076-82/UT/59
dated: 17-12-2002

Copy to :-

1. SSP
2. SP/City
3. DSP/Lines
4. Distt. Commdt. Home Guards.
5. O.S
6. RI/Lines.
7. I/C Shooting Ranges.