

**NRA Basic Pistol Training Department**  
**Standard Operation Procedures**

**CLASSROOM:**

1. Training Officer in Charge:
  - a. Oversees and assists in training activities inside the classroom
  - b. Assists in instructional training
  - c. Assures safe classroom practices, e.g. makes certain that there is no live ammunition in classroom; no handguns brought into classroom other than those authorized for teaching purposes
  - d. Guarantees that all NRA training material is covered
  - e. Sets expectations and provides site orientation
  - f. Emergency Response procedures covered
  - g. Obtains additional personnel needed to assist in training
  - h. Provides for a clean, safe, comfortable environment
  - i. Prior to using firearms in demonstrations, verify empty and flagged
  - j. No live ammunition in classroom; verify that dummy ammunition only is used
2. Instructors:
  - a. Provide NRA approved training covering various materials
  - b. Assist in demonstrations and classroom activities

**LIVE FIRING:**

1. Set Up:
  - a. General range inspection. Checks out range for safety issues, cleanliness, ventilation
  - b. Appropriate, safe targets. E.g. appropriate backers, height, frames, color coding (if necessary)
  - c. Provides for pistols and ammunition-not to be uncased until appropriate time
  - d. When firearms are ready to be used, confirm empty and flagged
2. Personnel:
  - a. Range Officer (not necessarily the Training Officer in Charge):
    - i. Responsible for the overall operation of the range before, during and after live firing
    - ii. In charge of the training activity
    - iii. Provides line orientation, reinforces Emergency response procedures
    - iv. Oversees and Calls the line
      1. Provides the explanation of commands
      2. Calls the commands
      3. Calls for the number of rounds to be loaded (loaded into magazines, but not inserted or loaded into cylinder but not to be closed)

4. Calls the cease fire-**HOWEVER, anyone can call a cease fire**
  5. Utilizes a whistle to signify commence firing
- b. Range Safety Officer (RSO)
    - i. Responsible for the safe operation of the range to include conducting a safety orientation before each scheduled live-fire exercise
    - ii. Ensures that all personnel comply with the safety regulations and procedures prescribed for the conduct of live-fire exercise
    - iii. Will be responsible for making certain that all guns are unloaded, cylinders open, magazines out and flagged. Single action revolver cylinders rotated to confirm empty.
    - iv. Has no other duties
  - c. Instructor Assistants (IA)
    - i. Ideal scenario is one-on-one instruction
    - ii. Ensures that all shooters observe safety regulations, procedures and assists shooters having problems
3. Commands
    - a. Simple, standard fire commands are needed to avoid confusion and misunderstanding during live-fire exercises
    - b. **Cease fire**
      - i. **When the cease fire command is given, all shooters will stop immediately, keeping their firearm point in a safe direction, finger off the trigger and await further commands**
      - ii. **Anyone may call a cease fire on the range**
    - c. The following are general commands used on the line and may be altered when necessary:
      - i. **Shooters to the Point**-on hearing this command shooters will go to the firing line to their designated positions
      - ii. **HOT Range**-eye and ear protection required on all shooters, instructors and range personnel. Live ammunition is available to firearms and firing will shortly commence
      - iii. **COLD Range**-all shooters to safe line; line has been verified to confirm that all firearms are empty and flagged; eyes and ears can be removed.
      - iv. **SAFE Range**-Only when the range has been verified as Cold can shooters be instructed to go downrange to retrieve targets
      - v. **Issue "x" rounds of ammunition**-obtain the necessary rounds of ammunition from the box
      - vi. **Load "x" rounds of ammunition**-load magazine but do not insert; load cylinder but do not close
      - vii. **Make ready**-insert magazine and release slide; close cylinder
      - viii. **Ready on the right**
      - ix. **Ready on the left**
      - x. **Ready on the firing line**
      - xi. **Commence firing when you hear the whistle**

- xii. **Cease fire** (see Cease Fire Command under LIVE FIRE.3.b)
- xiii. **Unload and make safe**-remove magazine, slide back, verify empty and flag for semi-automatic; remove ammunition and spent cartridges, hammer down and flag for revolver
- xiv. **Stand clear**-students will move back 3 feet behind firing line
- xv. **Clear on the right**
- xvi. **Clear on the left**
- xvii. **Clear on the firing line**
- xviii. **RSO walk the line**-the designated Range Safety Officer(s) walks the line and reconfirms that all firearms are safe

**COURSE OF FIRE (to be utilized through all live firing exercises):**

1. There are three planned segments:
  - a. One round, five times
  - b. Five rounds, two times
  - c. Ten rounds, 3 times
2. For each segments:
  - a. Blank target used
  - b. Firing
  - c. Cease fire
  - d. Critiqued by either Instructor, IA or RSO (of course, Instructor, IA or RSO may step in at any time to correct unsafe practices or improper handling)
3. Progression of Exercises
  - a. Bench Rest
  - b. Standing-two handed
  - c. Standing-one handed
4. Other
  - a. This course of fire may be modified as needed
  - b. Firing may continue for allotted time or until allotted ammunition runs out
  - c. Ideally, each student will have an opportunity to fire a revolver and a semi-automatic for the full course of fire by switching to another firing position

**CHAIN COMMAND FOR NRA BASIC PISTOL TRAINING**

1. Training Offer (oversees all activities including classroom and range)
2. Instructor (classroom)
3. Range Officer (range)
4. Range Safety Officer (RSO)
5. Instructor Assistant (IA)