

The Hamilton Pistol Club Inc.

By-laws

The following by-laws have been implemented by the Committee of The Hamilton Pistol Club Inc. (THPC). Any application for dispensation to these by-laws must be submitted to a Committee meeting for their consideration.

General Rules

1. Immediately on entering the range ensure the Range Safety Flag is raised at the gate and at the club house. Every member must electronically sign in using their membership card in the clubroom using the card reader. Visitors must sign in using the electronic Visitor Sign-in system (or visitor book if not available) and provide photo ID when requested.
2. Members and visitors are required to wear an HPC Approved Identification Tag at all times while in the HPC range complex. In the first instance this will be an HPC issued ID for members and authority holders with visitors receiving a printed tag when logging into the club visitor kiosk. (If printing is unavailable a club printed visitor ID tag on lanyard shall be used). In the interest of readily identifying all those in attendance they are worn, where on approach they can be visible to any other member.
3. **STRICTLY NO SHOOTING IS PERMITTED OUTSIDE THE PRESCRIBED RANGE HOURS. 9am to 9pm daily.**
4. Defined areas marked **SAFETY ZONES** are areas set aside where members may clean or repair guns, or show them to another person. **NO AMMO** is permitted in a Safety Zone.
5. Shotguns are limited to lead birdshot no larger than #4 with the exception of shooting under match conditions under the direction of a Section Director.
6. Wearing of military camouflage or “Para-military” clothing, (unless it is required to be worn as part of an official uniform, i.e. army, cadets), or wearing of clothing carrying offensive or illegal images is not permitted (refer to PNZ Dress Standards for further detail).
7. No alcohol or performance impairing drugs are to be consumed, prior to, or during shooting. Any person consuming alcohol or performance impairing drugs, or under the effect of alcohol or drugs while shooting will be asked to leave the range and the matter will be referred to the Committee for further action.
8. Smoking and vaping is only permitted in the car parking areas.
9. Everyone must wear adequate ear, eye and foot protection (closed shoes) while on any THPC range, with the exception of the Air Pistol range, where ear protection is not required.
10. All shooting undertaken by visitors and probationary members must be directly supervised by a “Pistol Club” endorsed member standing close enough to the shooter to be able to immediately recover physical control over the firearm.
11. All present on the range must be able to understand and respond to all range commands. People with hearing, physical disabilities or language barriers must be able to demonstrate that they are able to safely participate in all club shooting activities prior to applying for probationary membership.

12. Junior club members aged 12 years and over may only shoot in competition if they have attended and passed the appropriate training programmes organised and conducted by the clubs training officer and hold the PNZ Junior Proficiency Badge.
13. No rifles may engage steel targets unless with approved ammunition (pistol loads only) and under the direction of a match official or under the direction of a CAS Range Officer.
14. Willful damage to any club equipment, structure or asset caused by irresponsible shooting or any other means will not be tolerated. Such actions will result in a Committee hearing to determine the future membership status along with financial reparation.
15. It is the responsibility of any member who witnesses willful damage or safety violations to safely stop the actions immediately and report the incident to a Committee member as soon as possible.
16. It is the responsibility of any member who causes, notices or witnesses any damage to any part of the range to report this to a Committee member as soon as possible.
17. Reckless disregard for yourself or others will result in you being removed from the range by the Range Officer. This can also result in a Committee hearing.
18. In the event that you require first aid the incident must be recorded in the Incident Register located under the sign in counter.
19. In the event of a **serious emergency, dial 111**. Our address is **3/208 Airport Road**, which is located directly across from the Hamilton International Airport on Airport Road. If an ambulance is dispatched, have someone meet the ambulance at the Gate on Airport Road to show them the precise location of the emergency. This must be recorded in the Serious Incident Register and reported to the Committee.
20. All members have a responsibility to ensure that our facilities and equipment are maintained in top condition. Please be prepared and willing to attend Working Bees or contribute in ways that you are able.
21. When using the kitchen facilities, please clean up afterwards.

Range and Firing Point Rules

22. No prohibited firearms or prohibited magazines or prohibited parts as defined by the Arms Act and Firearms Regulations may be used on the grounds of THPC.
23. A Range Officer must be on duty, responsible for all shooting and general behaviour. If no Range Officer is on duty, NO SHOOTING is permitted. The exception is the Air Pistol range where a person over 18 is required to supervise unlicensed shooters under 18.
24. All safety violations will be dealt with immediately on the range by the Range Officer as appropriate. Serious violations may be referred to the Committee for further action.
25. Members are responsible for all firearms under their control.
26. It is the responsibility of all shooters to make themselves familiar with the variety of firing point commands used in the various section matches. Rule Books are available as downloads from the Pistol NZ website (pistolnz.org.nz).

27. No person shall refuse to obey the instruction or directions of the Range Officer or other official conducting a match.
28. No person shall enter or leave the range with a loaded firearm.
29. With the exception of Safety Zones, no firearm shall be handled or loaded until the shooter is on the firing line and the command "LOAD" (or equivalent) has been given by the Range Officer. For CAS, all firearms shall remain unloaded except when under the direct supervision of a Range Officer on the firing line or Marshal in the loading area.
30. No person on the firing line shall fire the firearm until the command "FIRE", the target faces, or the audible beep of a timer has been given by the Range Officer.
31. The Range Officer shall check all firearms are cleared before ordering the range clear and allowing persons forward of the firing line. For CAS, the Range Officer delegates Marshals to supervise the loading and clearing of firearms at the load/unload tables while the Range Officer runs the next detail.
32. No person on the firing line shall handle in any way any firearm after the range has been cleared or while any person is forward of the firing line.
33. No person shall move forward of the firing line until the Range Officer has cleared all firearms and given the order to move forward.
34. No firearm shall be removed from the firing line until it has been cleared by the Range Officer or delegate.
35. Any dropped firearm must be retrieved and cleared by a qualified Range Officer.
36. When not in actual use at the firing line, Pistols must be unloaded at all times. For benched firearms, Revolvers will have the cylinders open, semi-autos, the magazine removed and the slide locked back if possible. The club endorses the use of Range Safety Flags for benched firearms. Pistols may also be carried in an appropriate holster or closed bag / case.
37. Only Pistol NZ holster qualified (or equivalent) shooters are permitted to holster and draw a loaded pistol.
38. Shooters who are not holster qualified may only use a holster for retention purposes of an unloaded pistol.
39. Pistols may only be removed from holsters, boxes or bags at the firing line or in Safety Zones.
40. Holsters and belts must comply with Pistol NZ and Match rules as appropriate.
41. It is the duty of all shooters to clean up their firing points at the completion of their shoot. The range should also be swept, brass removed and generally left in a clean and tidy condition.
42. When on a range, but not in use on the firing line, long guns must be unloaded and clear then carried or put in a rack muzzle up. Long gun actions must be in a condition in compliance with the discipline being shot. (e.g. CAS = action open, IPSC/Multigun = chamber flag inserted). At all other times long guns are cased as per pistol rules.
43. Non-standard ammunition with unusual case dimensions, is prohibited at THPC due to dangerous conditions when reloading this brass.

Membership and Licensing requirements:

Application for membership of The Hamilton Pistol Club Inc. is open to all on payment of the required fee(s), with applicants being required to be accepted by the club Committee and to complete a probationary period before their full membership is confirmed by a Committee vote.

All pistol shooting members are required to affiliate with Pistol NZ, the National Body. This is done at the time of application.

Joining Requirements for Pistol Shooting members:

- a. Visitors who participate in pistol shooting activities are only permitted to visit the club 3 times in a single six month period before being required to make a decision on joining. "Pistol Club" endorsed visitors from another affiliated club may visit more than 3 times however must pay the club range fee each time.
- b. The applicant must have a current Firearms Licence (if 16 and above) or be able to provide proof of application for a Firearms Licence.
- c. The applicant may then complete an online membership application form.
- d. Payment is to be made at the time of application or before the first appearance before the Committee.
- e. The secretary will confirm a date to attend a Committee meeting for their interview.
- f. If accepted, the applicant will be issued with a Pistol NZ member number and can start the probationary phase and training programme. If not accepted for membership, membership fees will be refunded, excluding the joining fee.
- g. It is the responsibility of all members to make themselves familiar with THPC **Range Standing Orders.**

Joining Requirements for Non-Pistol Shooting Members:

- a. If the applicant is a shooting member must have a current Firearms Licence (if 16 and above) or be able to provide proof of application for a Firearms Licence.
- b. The applicant may then complete an online membership application form.
- c. Payment is to be made at the time of application or before the first appearance before the Committee.
- d. The secretary will confirm a date to attend a Committee meeting for their interview.
- e. If accepted the applicant will enter a probationary period during which they will receive training (if shooting) and evaluation. If not accepted for membership, membership fees will be refunded, excluding the joining fee.
- f. It is the responsibility of all members to make themselves familiar with THPC **Range Standing Orders.**

Probationary Member Requirements:

A probationary period of a minimum of six months is mandatory for all new members and this may be extended if the club training group so decides. During the first six months of the probationary period the new member 16 or over **MUST** obtain a firearms licence if they intend to shoot at the club. Probationary pistol shooting members **MUST** attend the club and shoot at least 12 times in the six months leading up to their endorsement application. All probationary members must attain a satisfactory standard of range behaviour and be able to demonstrate their knowledge of range rules and safety standards. Where a new shooting member is under 16 years of age, they must obtain a firearms licence within six months after their 16th birthday.

On completion of the probationary period and training programme, probationary members may approach the Club Coach or delegates to seek a review of their training and nomination for full membership.

The following criteria must be met before an application for a "Pistol Club" endorsement and full membership is submitted to the Committee.

- g. The probationary member holds a current firearms licence.
- h. The probationary member has attended the induction course.
- i. The probationary member has completed the training programme.
- j. The probationary member has sat and passed the PNZ Club Range Officer and Safety test.
- k. The probationary member has served a minimum of six months in their probationary period.
- l. The probationary member has completed no less than 12 recorded shoots within the 6 month period immediately prior to application.
- m. The applicant is a current financial member of THPC and Pistol NZ.
- n. The application for "Pistol Club" endorsement is approved or declined by the Committee.
- o. If approved the member may now make formal application to the Regulator for their "Pistol Club" endorsement.

Member Requirements:

- p. The financial year ends 31st of May and all subs are due by that date.
- q. You must maintain financial membership of a recognised Pistol Club and Pistol NZ to retain your "Pistol Club" Endorsement.
- r. All members must notify the club Secretary, Pistol NZ, and the Police in writing of any change of address.
- s. Any member that has their firearms licence or Pistol Club endorsement revoked by the NZ Police will automatically have their membership suspended until their licence is restored.
- t. All members must abide by the Club Constitution, these by-laws and the Arms Act and Arms Regulations. Pistol shooting members are required to participate in club shooting activities no less than twelve times within any financial year. Failure to do so may result in your licence or endorsement being revoked by the police.