

Method Statement & Risk Assessment

Munster Target Shooting Club



Covid 19

Method Statement Review Sign Off

<i>Task</i>	Name	Position	Signature	Date
<i>Author</i>	Dave Hayes	Range Operator Chairman		7-05-2020
<i>Reviewed By</i>	Jeff McCann	Secretary		11/05/2020
<i>Reviewed By</i>	John Desmond	Treasurer		11/5/2020

Club Name	Area	Address:	E-mail:
Munster Target Shooting Club	Range 1, 2, 3, toilet block, clubhouse & car park	Glenroe Kilfinane Co. Limerick	dave@mtsc.ie























A. Method Statement ID:	001		
Method Statement Revisions	01	Initial Method Statement	
MS Author	Dave Hayes		


B. Description of the Task/ Activity	Method Statement for: Use of Shooting range for the purpose of practice, training or competition.		
Site Address/Location:	Glenroe Co. limerick	Start Date/Time:	May 2020
		Duration	1 year

C. Personnel Involved:	Role/Trade	Name/s	
	Range operator/Club Chairman	Dave Hayes	087 2604308
	Club secretary	Jeff McCann	087 2074496
	Treasurer	John Desmond	086 6092010
	Chief range officer	Dean Parker	087 9311152

D. Training:	<ul style="list-style-type: none"> • MTSC induction • Covid -19 Toolbox talk
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E. Sequence of Operations	<ol style="list-style-type: none"> Shooters must Pre book time slot for range attendance – NO WALKINS Allowed Arrive at range – wait in car Exit car under RO supervision Wash/Sanitize hands observing social distancing Proceed to assigned shooting position RSOs will hang targets RSO will then operate range, as per standard SOP guidelines Shooter must stay within their designated area at all times whilst shooting RSO only will change targets Shooter may move forward with RSO approval to observe targets Firearms will be cleared on the firing line When allocated time is completed, Shooter will clear firearm, pack and leave On leaving, shooter will wash/sanitize hands and immediately get into car and leave the range
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F. Hazardous Substances								
Attach SDS if applicable	 Explosives	 Flammable liquids	 Oxidising liquids	 Compressed gases	 Corrosive	 Acute toxicity	 Skin irritation	 Aspiration hazard
Indicate hazardous nature: Y/N	Y	N	N	Y	N	N	Y	N
G. Storage Arrangements: n/a								
H. Safe Working Load's: n/a								
Range Safety Officer								
I. Required Personnel Protective Equipment:	 SAFETY BOOTS	 HARD HATS	 GLOVES	 HEARING PROTECTION	 Full Face Mask	 Face Masks	 HI VIZ SAFETY Vest	
Indicate Y/N	n	n	Y	Y	Y	n	Y	
J. Club Member Required Personnel Protective Equip.:	 SAFETY BOOTS	 HARD HATS	 GLOVES	 HEARING PROTECTION	 EYE PROTECTION	 Face Masks	 HI VIZ SAFETY Vest	
Indicate Y/N	n	n	Y	Y	Y	n	n	

K. Emergency Procedures:		As per MTSC Induction Procedure In the event of emergency – Call Emergency Services 999 or 112 In the event of an accident – members are to raise the alarm, seek first aid, Make safe the surrounding area. Assist as directed and enable emergency service access if required.
	First Aid Facilities:	First Aid Box Location: Club House
		Location of Nearest Hospital: University Hospital Limerick 061 301111

Risk Assessment Matrix

Severity of Consequence	Probability of occurrence of harm P(A)				
	1 Improbable	2 Remote	3 Occasional	4 Probable	5 Frequent
1-Negligible	1	2	3	4	5
2-marginal	2	4	6	8	10
3-Critical	3	6	9	12	15
4-Severe	4	8	12	16	20
5-Catastrophic	5	10	15	20	25

Control Measures

Task	Associated Risk	Probability	Severity	Risk rating	Control measures	Revised Probability	Revised Severity	Revised Risk Rating
Entering car park and range 1,2,&3	Transmission of Covid 19 between members	4	4	16	<ul style="list-style-type: none"> • All members to receive Covid 19 toolbox talk. • Observing social distancing at all times. • Range 1&2 to be used as primary ranges with a limit of 7 shooters present at any time plus RSOs. • Range 3 to be used as secondary range with a limit of 2 shooters present at any time plus RSOs • No spectators allowed in area behind ranges 1, 2 or 3. • Members will only come at pre booked time. Proceed to hand wash station, wash and sanitise hands. • No congregating in the car park or range. 	1	4	4
Task	Associated Risk	Probability	Severity	Risk rating	Control measures	Revised Probability	Revised Severity	Revised Risk Rating
Setting up to shoot on range 1&2	Transmission of Covid 19 between members	4	4	16	<ul style="list-style-type: none"> • All members will proceed to designated shooting point. • There will be 3 shooting points on range 1 and 4 on range 2. • During Covid 19 restrictions, all firearms will be cleared on the range line under RSO supervision. 	1	4	4

Task	Associated risk	Probability	Severity	Risk rating	Control measures	Revised Probability	Revised Severity	Revised Risk Rating
Changing Targets On ranges 1,2&3	Transmission of Covid 19 between members	3	4	12	<ul style="list-style-type: none"> Only Targets provided by MTSC will be used RSO only can enter target store RSO only will change targets and touch target boards. During cease fire shooters may go forward to inspect targets, take a picture but not to touch targets or target boards. During cease fire shooters may, with RSO permission, move forward to inspect targets, take a picture but not to touch targets or target boards. 	1	4	4
Task	Associated risk	Probability	Severity	Risk rating	Control measures	Revised Probability	Revised Severity	Revised Risk Rating
Shooting on Range 3	Transmission of Covid 19 between members	4	4	16	<ul style="list-style-type: none"> Range 3 to be used as secondary range with a limit of 2 shooters present at any time plus RSOs. Only Targets provided by MTSC will be used RSO only can enter target store RSO only will change targets and touch target boards. During cease fire shooters may go forward to inspect targets, take a picture but not to touch targets or target boards. Range 3 will only be used when an extra RSO is present 	1	4	4

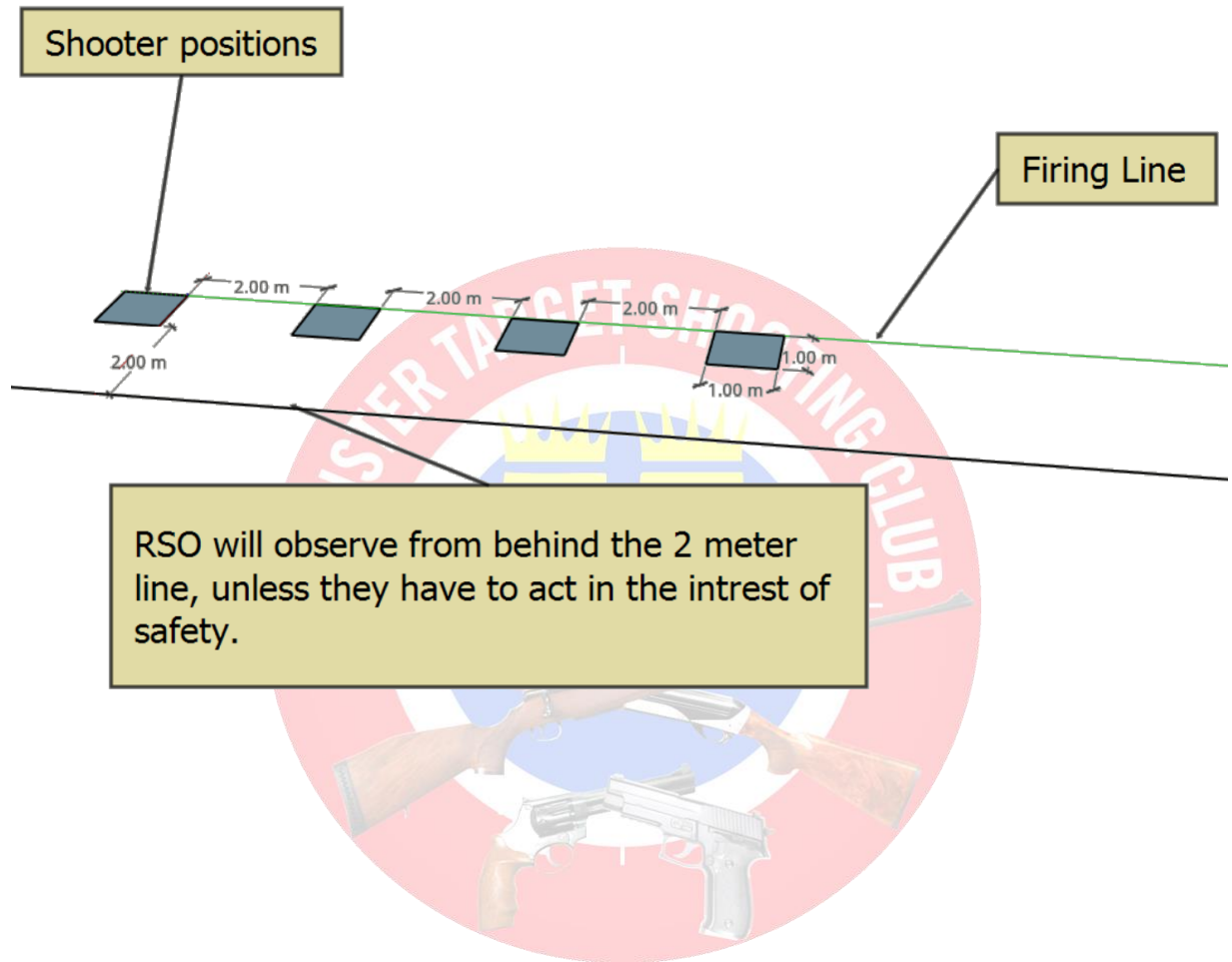
Task	Associated risk	Probability	Severity	Risk rating	Control measures	Revised Probability	Revised Severity	Revised Risk Rating
RSO duties	Transmission of Covid 19 between members. In an emergency may not be able to observe social distancing- 2mts rule	4	5	20	<ul style="list-style-type: none"> All RSOs will have to wear PPE at all times, Mask, full face visor and disposable gloves. If any contact must be made with any shooter or firearm then gloves will have to be replaced, hands washed and sanitised. All disposed of PPE gloves etc will have to be bagged and disposed of in a correct manner. 	2	5	10
Task	Associated risk	Probability	Severity	Risk rating	Control measures	Revised Probability	Revised Severity	Revised Risk Rating
RSO Assisting a Shooter	RSO has to take a firearm to assist a shooter due to malfunction or other issue with firearm	2	4	8	<ul style="list-style-type: none"> lays firearm, pointing down-range on table and stands back from table RSO will then proceed to clear firearm, then stand back from firearm Shooter may then return to table If any contact has to be made with any shooter or firearm then gloves will have to be replaced, hands washed and sanitised. Shooter All disposed of PPE gloves etc will have to be bagged and disposed of in a correct manner. 	1	4	4

Task	Associated risk	Probability	Severity	Risk rating	Control measures	Revised Probability	Revised Severity	Revised Risk Rating
Use of sign in book	Transmission of Covid 19 between members. Sign in book is in the club house. Major touch point	4	4	16	<ul style="list-style-type: none"> • Sign in Book will be moved to Range 1&2 Storeroom • RSO Only will fill in details of those members in attendance • No other member will handle or sign the book 	1	4	4
Sharing of equipment including firearms, staplers, PPE equipment	Transmission of Covid-19 between members	4	4	16	<ul style="list-style-type: none"> • No sharing of equipment, including, but not restricted to: <ul style="list-style-type: none"> • Firearms • Staplers & Staples • PPE Equipment • Targets • Ammunition 	1	4	4
Use of club house	Transmission of Covid 19 between members. Very little space in the clubhouse.	5	4	20	Club house is off limits for all members except the acting RSO.	1	4	4

Task	Associated risk	Probability	Severity	Risk rating	Control measures	Revised Probability	Revised Severity	Revised Risk Rating
Use of toilet block	Transmission of Covid 19 between members.	3	4	12	Toilet block will only be used by one person at a time. All touch points will be cleaned with 70% IPA wipes and disposed of in the correct bin. Hands will be washed and sanitised before leaving toilet block.	1	4	4
Task	Associated risk	Probability	Severity	Risk rating	Control measures	Revised Probability	Revised Severity	Revised Risk Rating
Touch points Door handles, gate, benches	Transmission of Covid 19 between members.	5	4	20	All touch points will be cleaned after every detail with 70% IPA wipes.	1	4	4

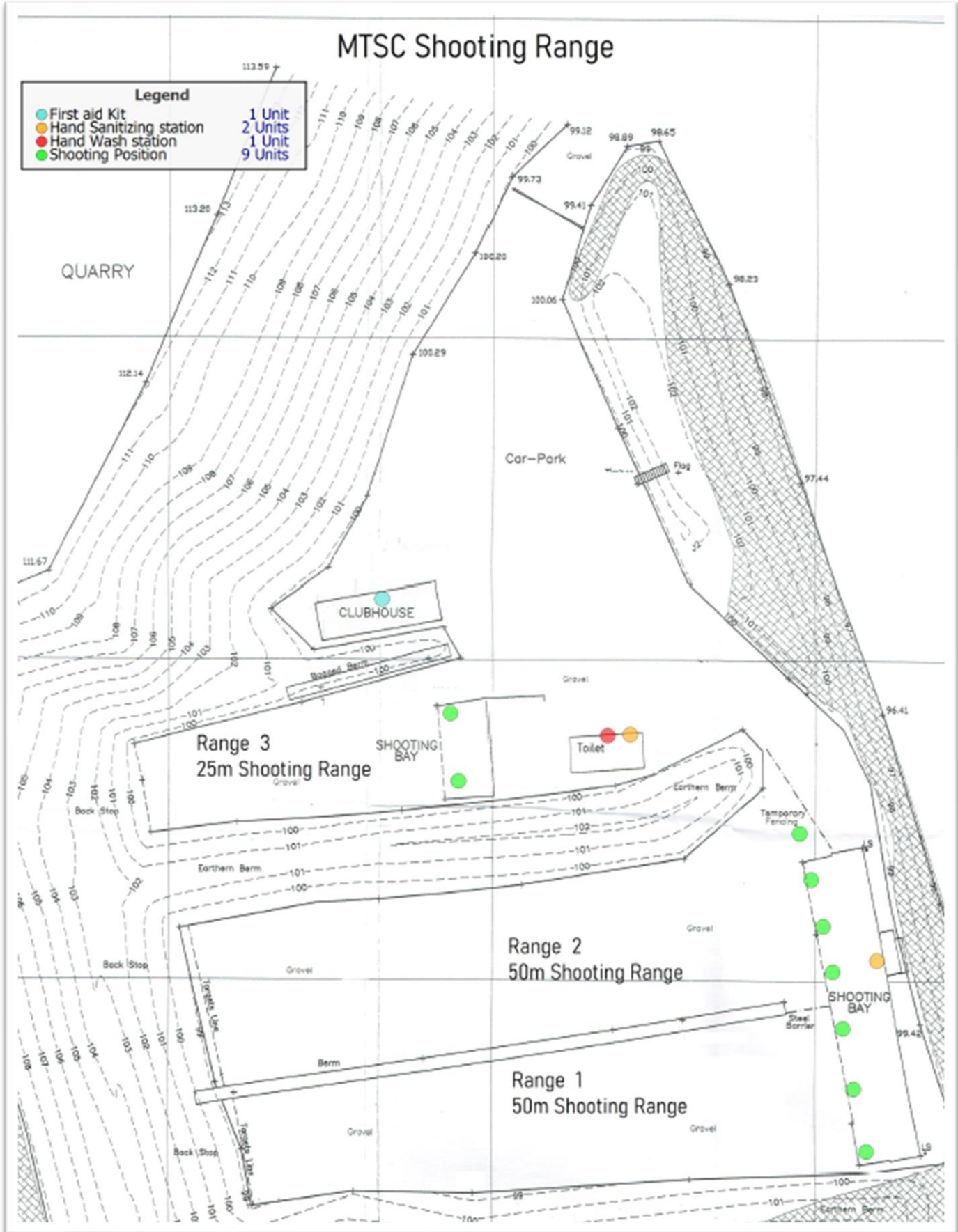
Shooting Positions to ensure social distancing adherence

Layout below is the minimum distances required for firing positions on an outdoor range, to ensure that social distancing requirements are met.



MTSC Shooting Range

Legend	
● (Blue)	First aid Kit 1 Unit
● (Orange)	Hand Sanitizing station 2 Units
● (Red)	Hand Wash station 1 Unit
● (Green)	Shooting Position 9 Units



Method Statement Briefing Record

Briefing delivered by:

Position:

Date: _____

We (the undersigned) have read and understood the attached method statement and will comply with the specified requirements and control measures. If the work activity changes or deviates from that originally envisaged, we will seek further advice and request an amended method statement.



Name (Print)	Signature	Date