



Royal Canadian Gendarmerie royale
Mounted Police du Canada

Security Classification / Designation
Classification / Désignation sécuritaire

DEC 31 2013

Mr. Dennis Young
1330 Ravenswood Dr. SE
Airdrie, Alberta
T4A 0P8

Your file Votre référence
043

Our file Notre référence
GA-1516-3-04017/13

Dear Mr. Young:

This is in response to your request under the Access to Information Act received on June 28, 2013, seeking a copy of Range Inspection Training.

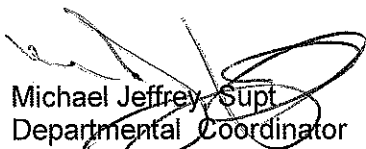
Enclosed is a copy of all the information to which you requested.

Please be advised that you are entitled to complain to the Information Commissioner concerning the processing of your request within sixty days of the receipt of this notice. In the event you decide to avail yourself of this right, your notice of complaint should be addressed to:

Office of the Information Commissioner of Canada
Place de Ville, Tower B
112 Kent Street, 22nd Floor
Ottawa, Ontario
K1A 1H3

Should you wish to discuss this matter further, contact Ms. Crystal Holub at (613) 843-5216 or by writing to Crystal.Holub@rcmp-grc.gc.ca or the address below. For ease of reference, please quote the file number appearing on this letter.

Yours truly,



Michael Jeffrey Supt
Departmental Coordinator
Access to Information and Privacy Branch
Mailstop #61
73 Leikin Drive
Ottawa, Ontario
K1A 0R2

Encl.

Canada

**Pages 1 to / à 2
are not relevant
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RANGE INSPECTOR TRAINING TIMETABLE
2010-09-13 TO 2010-09-17
EDMONTON, ALBERTA

SERIAL	CRSF (a)	DATE (b)	TIMINGS (c)	ACTIVITY (d)	FACILITATOR (e)	REMARKS (f)
1	2010/04	2010-09-13	0800 - 0830	Introduction and Administration	Mike	Need I.C.TD projector throughout
2			0830 - 0900	Role of the Range Inspector, Inspection Philosophy & Process	Mike	Ltr from OIC
3			0900 - 1000	Map and Compass (theory & classroom work)	Mike	
4			1000 - 1030	Break		
5			1030 - 1200	Map and Compass (theory & classroom work) continued	Mike	
6			1200 - 1315	Lunch		
7			1315 - 1630	Map and Compass (theory & classroom work) continued	Mike	
8				Night Proc - Tutoring available upon request	Mike	Coord with Mike
9						
10		2010-09-14	0800 - 0930	Global Positioning System (GPS)	Mike	
11			0930 - 0945	Break		
12			0945 - 1100	GPS continued	Mike	
13			1100 - 1200	LASER Range Finder (LRF) & Clinometers	Mike	
14			1200 - 1300	Lunch		
15			1300 - 1400	Trigonometry (backstop height calculations)	Mike	
16			1400 - 1730	Field Training Exercise (FTX) (Map, compass, LRF, clinometer)	Mike	Transport coord by Mike
17				Night Free - Tutoring available upon request	Mike	Coord with Mike
18		2010-09-15	0800 - 0850	Range Designs		
19			0850 - 1000	Ammunition Identification & Ballistics (External and Terminal)	Mike	
20			1000 - 1030	Break		
21			1030 - 1115	Risk Assessment/Evaluation and Decision Making	Mike	
22			1115 - 1200	Safety Templating (Theory & practical)	Mike	Need 1:50K scale non templates
23			1200 - 1315	Lunch		
24			1315 - 1500	Templating - continued	Mike	
25			1500 - 1515	Break		
26			1515 - 1630	Kestral Air Flow Meter (intro only) Air flow calculations	Mike	Need calculator w/trig functions
			1630 on	Tutoring not available.		

RANGE INSPECTOR TRAINING TIMETABLE
2010-09-13 TO 2010-09-17
EDMONTON, ALBERTA

SERIAL	CRSE (a)	DATE (b)	TIMING (c)	ACTIVITY (d)	FACILITATOR (e)	REMARKS (f)
27	2010/04	2010-09-16	0800 - 0900	Conduct of an Outdoor Range Inspection (Theory)	Mike	
28			0900 - 1500	FTX - Outdoor range inspection (Location TBA) lunch on road	Mike	Transport coord by Mike. Note 1
29			1500 - 1530	ENDEX (return to classroom)		
30			1530 - 1730	Conduct of an Indoor Range Inspection (Theory)	Mike	
31			1730 - 1830	Dinner		
32			1830 - 2030	FTX - Indoor range inspection (K Div HQ indoor Range)	Mike	
33			2030 - ?	FNDFX - Remainder of night required to prepare indoor & outdoor range inspection reports. Assistance from Mike available upon request.		Transport coord by Mike
34		2010-09-17	0800 - 0900	Finalize indoor & outdoor range inspection presentations.	Mike	Work in pairs, Notes 2,3&4
35			0900 - 1000	Sub syndicate presentations & Critiques. FTX Wrap up.		
36			1000 - 1030	Break		
37			1030 - 1100	Legal Issues (refusals, revocations and reference hearings)	Legal rep, Mike	Legal rep on stand-by
38			1100 - 1200	Round table discussion on anything related to range inspections, report writing, risk management, ???	Mike	
39			1200	Training complete.		
40			1300 - 1630	Familiarization Live Fire range training. Includes live fire for ATC application assessment training.	Mike	Loc TBA. Additional instruction to be issued for this activity.
41			1630	FO's free to return to home jurisdictions		

Note 1 - Work in pairs as determined by Mike. Lunch in area of range = 30 mins.

Note 2 - Sub Syn 1 critiques Sub Syn 3. Sub Syn 2 critiques Sub Syn 4. Sub Syn 4 critiques Sub Syn 1. Sub Syn 3 critiques Sub Syn 2.

Note 3 - Sub Syn Order of March = 3, 2, 4, 1. Max 10 mins each. Critique on: Accuracy, clarity, legibility, attention to detail, Public Safety and Risk mitigation.

Note 4 - Upon completion of critique please turn in, to Mike, completed inspection reports for review.

RANGE INSPECTORS TRAINING COURSE 2010-09-17

FIREARMS FAMILIARIZATION/TRAINING SESSION

GENERAL INSTRUCTION

AIM

1. The aim of this instruction is to outline the details of the live fire firearms training/familiarization portion of the Range Inspectors course on 2010-09-17.

BACKGROUND

2. Since 2000 it has been the practice of the attendees of the range inspectors course to participate in firearms familiarization/training. This training has been designed to give participants and opportunity to fire one of every type of firearm we regulate. Consequently, another training session has been organized and the details are presented below.

INTENT

3. The intent of the familiarization/training session is to increase the level of knowledge and hands on familiarization of the participants in firearms safety, firearms identification, firearms functioning (with limited live fire) and types of firearms. This additional training/familiarization will significantly enhance the operational effectiveness of the day to day service to our clients in the areas of range inspections and range approvals.

TRAINING CONCEPT

4. The approach to this familiarization training is simple. Course participants will go through a three phase process. Phase 1 – Firearms review. Phase 2 – Practical applications. Phase 3 – Confirmation discussions.

OUTLINE PLAN

5. **Phase 1** – this phase is conducted prior to the range day. Those selected to participate shall complete the following:

- a. Read the Canadian Firearms Safety Course Student manual (Emphasis on the Safety component);
- b. Read the Canadian Restricted Firearms Safety Course Student Manual (Emphasis on the safety component); and
- c. Proper aiming technique will be practised in the board room, as coordinated by with Mike.

6. **Phase 2** – This phase shall be conducted at the Edmonton Institution outdoor range on 2010-09-17 between the hours of 1130 and 1700 hours MDT. The general sequence for the range day is as follows:

a. **1230 hrs** – GOC transport departs from 10909 Jasper Ave for the Edmonton Institution range. Mike to coordinate vehicles, drivers and passengers. Please eat before arriving at the range.

b. **1300 hrs** – arrive at the range.

c. **1300 to 1315 hrs** – range orientation, firing sequence and safety briefing. Issue of eye, hearing and respiratory personal protective equipment/ensemble (PPE).

d. **1315 to 1700 hrs** – In this sequence, everyone shall fire each one of the following (a demonstration of loading and firing each firearm will take place before you fire):

i. Airsoft handgun, air powered handgun, and paint ball marker;

ii. .22 cal LR pump action rifle, .22 cal LR lever action rifle, .22 cal LR semi auto rifle, .22 cal LR revolver (prohib), .22 cal LR semi auto pistol (prohib);

iii. 7.62x51mm scoped bolt action sniper rifle, 7.62x39mm mag fed semi auto rifle, and 5.56mm mag fed semi auto rifle;

iv. .38 S&W special revolver (prohib), .357 S&W magnum revolver (prohib), 9mm semi auto compact handgun (prohib), .40 S&W semi auto handgun, 9mm semi auto handgun, and possibly a full auto;

v. .22 magnum over 20/410 insert gauge combo break action rifle/shotgun; and 12 gauge pump action shotgun; and

vi. .50 cal side lock muzzle loading rifle; and .457 cal cap and ball black powder revolver.

e. Generally, participants will be split into 2 groups and line up behind each of two tables on the firing line. The demonstration will take place on the first group of firearms and then you fire. Once you fire you move to the next table and fire the next firearm. You keep doing this until you have fired all of the firearms for that sequence. There will be a firearms instructor (Mike and TBD) at each table in positive control of the firing line and lane. Mike will control the overall range and one lane and TBD shall control the second lane.

f. Targets will be set up and numbered at each lane for each participant shooting. You will shoot your targets in each lane every time you fire. Targets may be taken home at the end of the day. The distance to all targets for all firearms is 10 metres. Where possible all firing will be in the standing unsupported position on strong arm side. If difficulties are experienced we will attempt to accommodate those participants that are lacking in upper body strength by deploying a table and chair for support.

g. The sequence will be repeated until everyone has fired everything.

7. **Phase 3** -- Upon conclusion of the live fire, participants will have time to ask any questions that may have arisen during the exercise.

COORDINATING INSTRUCTIONS

Safety

8. Safety is the responsibility of all participants! However, there are two exceptionally well trained and experienced people on the range to ensure that everything is conducted in a safe and professional manner. However, we do need your assistance. Please follow the verbal commands/orders/instructions of either Range Officers. This may seem overly insensitive but I can assure you that it is necessary that you comply for your safety and the safety of others on the range.

9. The number one safety factor is muzzle control (keeping the firearm pointed down range -- especially short barreled firearms), no movement down range without authority of the range officer and keep your finger off of the trigger until you are ready to fire (On target -- On trigger // Off target -- Off trigger). If at any time you are unsure of what to do please ask the range Officers. We are there to make sure that this activity is enjoyed and safe. So, if we must go slow, then we will go slow.

10. Any injuries are to be reported immediately to myself (regardless of the severity or cause). Since we are outside, please dress appropriately (flat soled shoes, no v neck T shirts, long pants of some description, if you can avoid wearing rings/jewelry it will help in holding your firearm and limit things likely to get in the way while shooting and bring a hat if it is sunny with high UV index). Bring your own sunscreen and mosquito repellent. This goes without saying but I will feel better saying it -- please be well rested, alert, free from the effects of alcohol and drugs (prescribed are ok just as long as they do not make you drowsy/sleepy/weak).

11. Ear plugs, safety glasses (unless you have your own) and dust masks will be provided. Eye protection and hearing protection are mandatory.

Sanitation

12. There are washroom facilities on the range. Be advised that they are not 5 star rated.

Ammenities

13. There is a very small canteen on site. If you require food with more substance or special beverages it is your responsibility to bring it along with you. Please have your lunch before you arrive on the range (there is no time allocated for eating).

Transportation

14. GOC provided transportation as coordinated by Mike.

Hygiene

15. Your clothing will accumulate lead oxide particles, dirt, grime, grease, oil, etc. Once you return home wash these items separate from your normal wash to avoid contaminating other clothing items.

16. While on the range and after firing please wash you hands thoroughly. While shooting keep your fingers out of your mouth if you have not washed your hands. There is a risk of ingesting lead particles.

Smoking

17. No smoking while on the range, near firearms and/or ammunition. The designated smoking area will be pointed out during the range orientation.

Physiological

18. The shooting of firearms is hard on the body. In particular, wrists, shoulders and cheek bones are main areas for soreness post firing. Muscles will likely be affected if you do not use them much. Various non-prescription over the counter pain relief items are helpful. If you have long finger nails, be prepared to have them chipped, ripped or otherwise damaged.

Conclusion

19. The planned ½ day of activities is very ambitious. I am sure that all those participating will have a great experience and learn lots. Questions should be directed to Mike.

Regards,

Mike

OIC Range Practice, Chief Safety Officer and SLJO

RANGE INSPECTOR TRAINING
2010-09-13 TO 2010-09-17
EDMONTON, ALBERTA
COURSE JOINING INSTRUCTIONS

BACKGROUND

1. New Firearms Officer hires and support to other agencies have indicated a requirement to train or refresh staff in the conduct of range inspections. Several jurisdictions will be represented during this training activity. Training shall take place in the Board room of the CFO Alberta Offices located on the Seventh Floor of the Associated Engineering Building at 10909 Jasper Ave Edmonton, Alberta.

AIM

2. The aim of this instruction is to provide the necessary information for participants to prepare for the training.

COURSE CONTENT

3. Included, another attachment in the email, is the course timetable. While there are timings reflected, these are guidelines only. The training is designed to incrementally build skills necessary to conduct a range inspection (complete process). Start times for each day are fixed.

4. It is requested that each course participant read the Shooting Range Design and Construction Guidelines (dated September 1999) and the Shooting Range Regulations prior to the start of training (available on line and in print). Participants are not required to be fully conversant in the contents of the reference materials but rather be aware of the layout of the document(s).

TRAINING MATERIALS

5. At least one range inspector's kit is required per two participants and will be supplied by the instructor (where indicated by "IS". Otherwise, please bring that item with you. The instructor will have one kit available for use by external agency participants.

6. Each kit shall include the following: (All forms/maps will be supplied);
- a. Global Positioning System (GPS with working battery [Garmin 520HCx]); IS
 - b. Laser Range Finder (LRF with working battery [spares are a good idea]); IS
 - c. Magnetic compass (SUUNTO model KB14/360); IS
 - d. Clinometer (SUNNTO model PM-5 and an ABNEY style); IS
 - e. 6 inch rectangular protractor; IS
 - f. 1:50,000 scale safety templates; IS
 - g. 1:25,000 scale safety templates; IS
 - h. Anemometer (air speed measuring device with working battery);

- i. Dial or digital callipers (4" to 6"); IS
- j. Scientific pocket calculator (one that will do basic trigonometric functions);
- k. 12"/30.5cm ruler; IS
- l. Ppens, pencils, erasers, notepaper; IS
- m. Shooting Range Design and Construction Guidelines;
- n. Shooting Ranges and Sound study;
- o. Clip board; and
- p. Carrying case. IS

ATTIRE

7. A relaxed training environment is utilized. Therefore, a neat/tidy relaxed form of civilian attire is acceptable. We will be going outside from time to time to practice with equipment or to visit ranges. Please be prepared for the elements since we go regardless of weather conditions (within OHS rules -- more on lead oxide exposure on the course). Foot wear should be capable of sustaining work in the field (rough terrain with some hazards (ie) steel plates, etc). For those participants that are uniformed, the option of wearing your uniform is available but not mandatory -- you decide.

ACCOMMODATIONS, MEALS and PUNCTUALITY

8. Accommodation issues will have been addressed by separate emails. Sufficient time will be allocated for the mid day meal and there are numerous eating establishments within a very short walk of the training venue. Your cooperation in attending as per the scheduled timings is solicited. Please ensure that cell phones and black berry devices are turned off during class time.

TRAINING VENUE

9. A classroom has been arranged at the CFO Alberta Offices in the Associated Engineering building Suite #720, 10909 Jasper Avenue, Edmonton. Most of the practice exercises shall be conducted in and around this building. We will be travelling to an outdoor and indoor range. Transportation coordination shall be conducted in the classroom.

OCCUPATIONAL HEALTH AND SAFETY

10. Overall SAFETY is the responsibility of EVERYONE. Please advise the undersigned if you have any allergies (ie) latex, lactose, peanuts, insect bites [requiring the use of an EPI PEN], Asthma, etc. If you are attempting to conceive children, there is a health risk associated with lead. If this applies to any participant please consider the use of a respirator capable of filtering lead (NIOSH standard filters indicate filtration level). This will only apply during the classroom lecture on ammunition and when we visit the indoor and outdoor ranges as well as the live fire afternoon. Emergency procedures briefings will be given on/at the various training sites. Please report all injuries, regardless of severity, to the undersigned as soon as is practically possible.

TUTORING

11. As indicated in the timetable, tutoring is available in the evenings. Please see the undersigned to arrange timings and location.

PERFORMANCE MEASUREMENT

12. There are no tests/exams on this course. However, there are performance check exercises. Feed back will be provided to you and your CFO if it is assessed that a participant's performance or ability to conduct range inspections compromises Public Safety.

CONCLUSION

13. There is a significant amount of information contained in the five (5) training days. You will be required to make decisions concerning public safety and conduct risk management. Accuracy of your work is critical in the assessment of shooting range safety. Throughout the delivery of the training it is critical that if you **do not** understand a particular teaching point, please ask for assistance (each step of the delivery of information is built upon the previous item). Should you have any questions concerning these joining instructions please contact the undersigned before the Close of Business on 2010-08-31 at the number indicated below.

14. I look forward to meeting each of you on the first day of the course!



M.G. (Mike) Mussolum
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