

Caddo Parish JROTC Standard Operating Procedures

Chapter 7 – JROTC Marksmanship Program

Purpose: This SOP establishes a baseline for the training, operation, and safety requirements of the Caddo Parish JROTC Marksmanship Program.

References:

- (1.) Cadet Command Regulation 145-2, Chapter 9, Paragraph 9-3.
- (2.) Eighth Brigade Memorandum, Subject: Air Rifle Training MOI, dated March 2005.
- (3.) Caddo Parish MOU, dated 5 May 2010.

Established: The Caddo Parish JROTC Air Rifle Marksmanship Program has been established as a **Sporter Class**, Three-Position Shooting, Air Rifle, .177 Caliber program for both competition matches and equipment.

Responsibility: The Senior Army Instructor (SAI) is overall responsible for insuring the proper certification and training of all personnel associated with their Air Rifle Marksmanship Program, personnel safety and operation, and conduct of all personnel associated with their Air Rifle Marksmanship Program.

Section 1 – Who May Participate

- 1-1. Cadets must meet the established criteria in Chapter 3, Paragraph 3-15 and be enrolled and participating in a full-time regular course at their school are eligible to participate on the JROTC Air Rifle Teams.
- 1-2. Gender: All Caddo Parish JROTC cadets; regardless of gender, are eligible to participate on the JROTC Air Rifle Teams if he/she desire provided they meet the established disciplinary and safety training criteria.

Section 2 – JROTC Instructor Marksmanship Certification and Training Requirements

- 2-1. Eligibility: Only Caddo Parish JROTC instructors will serve as their school's Air Rifle Marksmanship coach.
- 2-2. Instructor Certification Requirements: All JROTC Air Rifle instructor coaches must complete the following training prior to certification as an air rifle coach or instructor:
 - (a.) Each instructor who will supervise air rifle range firing must have completed the Distance Learning JROTC Cadet Safety and Civilian Marksmanship Course. A certificate confirming course completion must be available and kept on file for inspectors. Recertification of this course is an annual requirement.

Caddo Parish JROTC Standard Operating Procedures

(b.) Additionally, instructors who will supervise air rifle range firing will complete one of the following courses: the CMP online JROTC Marksmanship Instructor Course (JMIC), the two day CMP/NRA/USAS Coach Certification Course, or the 2 ½-day CMP Rifle Instructors Course. A course certificate of completion or coaching card must be available and kept on file for three years. After three years, each instructor must attend the recertification course to remain active as an air rifle coach.

2-3. Documentation: JROTC air rifle instructor/coaches will provide copies of all certificates of Certification/Rifle Marksmanship Training to the office of the Director of Army Instruction to be placed on file.

2-4. Cadet Training and Testing: The following are Cadet Command directives. Cadet marksmanship training and testing is an annual requirement to be taught by the JROTC Instructor/Coach and will not be delegated to cadets.

The JROTC air rifle instructor/coach will conduct a formal class of instruction from the below references and prepare a memorandum as documentation:

- (a.) JROTC Curriculum Unit 7, Lessons 1 and 2.
- (b.) JROTC SOP for Air Rifle Safety and Range Management.
- (c.) Range Officer Operating Procedures (*and Commands*).
- (d.) Administer the JROTC Air Rifle Marksmanship Cadet Safety Examination (***Cadets must score a 100% on the exam in order handle/fire a rifle or participate on the rifle team***).
- (e.) Administer and have the cadets take the JROTC Cadet Individual Safety Pledge.
- (f.) Prepare a memorandum, subject: Cadet Marksmanship Roster, with the names of all cadets who are marksmanship trained will be maintained in the Marksmanship "Red Book". This memorandum will be updated annually. (*See sample in the "Red Book"*).
- (g.) The Cadet Marksmanship memorandum should also:
 - (1.) Indicate that these cadets have received training in air rifle safety and range procedures.
 - (2.) Indicate that these cadets passed their marksmanship safety exam and signed their Individual Safety Pledges.

2-5. Documentation: The JROTC Air Rifle Instructor/Coach will maintain all records of cadet marksmanship certification training on file for inspection.

Caddo Parish JROTC Standard Operating Procedures

Section 3 – Additional Cadet Marksmanship Training Requirements

Target Shooting Equipment and Operation: See Unit 7, Lesson 3.

Cadets will be introduced and trained on the parts and components of the rifle, how it functions and how to load and fire it. As a minimum, cadets must also be trained on the following:

- (a.) Setting up and use of the sighting scope and stand.
- (b.) Use of the kneeling roll and rifle sling.
- (c.) Placement of the pellet in the rifle's loading port.
- (d.) Adjustment of the rear sight.
- (e.) Proper placement of targets.
- (f.) Placement of the shooter's mat.
- (g.) How to correctly score targets.

Section 4 – Air Rifle Safety and Restrictions

4-1. The following air rifle safety restrictions will be adhered to at all times:

- (a.) The JROTC Air Rifle Coach/Instructor will maintain maximum supervision over all air rifle training and operation on the rifle range IAW Command Directives.
- (b.) At no time will the Instructor/Coach leave/absent themselves from the rifle range while cadets are present and or when rifles and equipment has been removed from storage.
- (c.) Cadets will not exchange/replace the air cylinders in the rifles.
- (d.) Cadets are not allowed and will not refill/recharge the rifle air cylinders.
- (e.) All non-firing personnel will remain in the "Ready Area" of the range when rifle firing activity is being conducted.
- (f.) Clear Barrel Indicators (CBIs) will be inserted in the rifle barrels at all times prior to going "HOT" on the firing line.

4-2. JROTC Equipment Restrictions:

- (a.) **Only the Caddo Parish School Board or JROTC Government issued Daisy 887, .177 caliber, Air Rifles will be used during all Caddo Parish JROTC competition matches.**
- (b.) Only sights manufactured for and sold with the government issued Daisy 887 air rifles are permitted
- (c.) Shooting jackets and special shooting pants will not be worn in any Caddo Parish JROTC Air Rifle Marksmanship competition match.
- (d.) Cadets or their parents are not allowed to sign out JROTC air rifles or equipment.

Caddo Parish JROTC Standard Operating Procedures

- (e.) Only trained cadets may assist with maintenance repair (disassembly and assembly) of JROTC rifles.
- (f.) Cadets will not be allowed to clean the pellet "back-stop" without wearing the proper respiratory equipment.

Section 5 – Air Rifle Marksmanship Practice and Competitions

- 5-1. Establishment of air rifle practice days and time will be in accordance with the guidelines of the Extracurricular Activity SOP.
- 5-2. Conduct of air rifle practice and air rifle marksmanship competitions will be in accordance with Cadet Command Directives and in accordance with the Civilian Marksmanship Program (CMP) Rule Book for Sporter Class competition.
- 5-3. See Appendix I, Caddo Parish Air Rifle Competition Match Rules for strict enforcement of rules/procedures.

Section 6 – Security and Maintenance of Equipment

General: The Senior Army Instructor is overall responsible for the security and accountability of all government property assigned to their JROTC department. The SAI will establish programs and procedures that will ensure equipment is properly sign out/in and accounted for at all times.

- 6-1. Air Rifles (to include drill and demilitarized rifles) are classified as Sensitive Items and will not be left unattended or unsecured by JROTC instructor personnel at any time.
- 6-2. Reference Paragraph 5-7(e), of the JROTC Logistics SOP. A weapon issue log (CPHS JROTC Form 22) will be used to record the issue of all pellet rifles taken from the school storage area by rifle team members. The JROTC instructor coach will sign the rifles out and will sign the rifles in once they are returned back into the storage container.
- 6-3. The JROTC instructor coach will insure all rifle team equipment is properly stored in approved storage containers and locked.
- 6-4. All JROTC rifles and equipment will be maintained for operational serviceability at all times. The SAI and JROTC instructor coach will establish procedures for performing PMCS (Preventative Maintenance Checks and Service) on all rifle team equipment.

Caddo Parish JROTC Standard Operating Procedures

Appendix – I

CADDO PARISH AIR RIFLE COMPETITION MATCH RULES

1. Each school must be in complete compliance with U.S. Army Cadet Command Regulations and guidance concerning Rifle Range Operation and Marksmanship Safety.
2. The Caddo Parish JROTC Air Rifle Marksmanship Program has been established as a **Sporter Class**, Three-Position Shooting, Air Rifle, .177 Caliber program for both competition matches and equipment.
3. Each school JROTC department will enter a team to compete in the Caddo Parish JROTC Varsity and Junior Varsity Air Rifle Division each year (*just as the football and basketball teams enter district play each and every year*). It is a prerequisite to entering a team in the Junior Varsity League to have entered a team in the Varsity League.
4. All JROTC Teams will have on record a memorandum with the names of all team members (Varsity and Junior Varsity). See Section 2, Paragraph 2-4 (f.) and (g.), of the JROTC Marksmanship Program SOP.
5. All Air Rifle Competition matches will be fired on the date shown on the League's Schedule (Saturday), unless the coaches involved in a match agree to an alternate firing date. ***A postponed match must be fired before the next regularly scheduled match. Coaches will work together to resolve all schedule conflicts in order to complete all matches prior to the end of the season. The DAI will have final decision authority in the event a conflict cannot be resolved by the coaches.***
6. All matches will be fired shoulder to shoulder with members of all teams on the line at the same time. (*All members of a school's team must be present to fire at the same location, on the same date, and at the same time.*) Violation of this directive will result in that team's score being voided.
7. The only time a team may fire for record is during shoulder to shoulder competition or when another team has forfeited and the score becomes needed for individual award calculation.
8. There will be no Postal Matches conducted in this league. Failure to fire shoulder to shoulder will result in the recording of a forfeit or loss.
9. Prior to the forfeiture of a match, the SAI must contact the DAI to grant approval of the forfeiture.
10. No personnel other than firers and coaches will be allowed on the rifle range during the competition unless the Safety Officer (Home Team Coach) agrees to guest being present.
11. The "Home" team coach is responsible for providing availability of the rifle range.

Caddo Parish JROTC Standard Operating Procedures

12. The "Home" team coach will have the Civilian Marksmanship Program (CMP) Rule Book on site during the match for the purpose of resolving disputes.
13. The host team coach will provide; firing mats, kneeling rolls, and targets for the match unless the visiting team wishes to bring their own equipment.
14. Coaches of "Visiting" teams will be responsible for ranges being left clean upon completion of the match.
15. The visiting coaches will make contact with the host coach not later than 1500 hours on Thursday prior to the scheduled match for final coordination.
16. A shooter who has fired at any time in the Varsity League is not eligible to participate in the Junior Varsity League.
17. Shooters are eligible to participate in the Junior Varsity League for not more than two (2) years.
18. A JROTC cadet is eligible to participate not more than four (4) years in Varsity and Junior Varsity rifle teams total, regardless of how many years he/she is in the JROTC Program.
19. Positions to be fired for competition matches will be; Prone, Standing, and Kneeling, to be fired in that order.
20. In league matches six (6) or less shooters may fire per team, but only the highest five (5) scores on each team will be counted.
21. All league matches will consist of thirty (30) record shots per individual with ten (10) record shots fired in each position, with a block time of forty-five (45) minutes. This includes any sighting shots used by firers.
22. Only JROTC Government issued Daisy 887, .177 caliber, Air Rifles will be used during all Caddo Parish JROTC competition matches.
23. Only sights manufactured for and sold with the government issued Daisy 887 air rifles are permitted
24. All air rifles will have a safe trigger and Clear Barrel Indicator (CBI).
25. All firing will be conducted on the Official NRA Targets AR-5/10.
26. Targets will be suspended at three (3) different levels, one for each position to be fired. See the Civilian Marksmanship Program (CMP) rule book for shooters who require special needs or are physically challenged.
27. Shooting jackets will not be worn in any Caddo Parish JROTC Air Rifle Marksmanship competition match.

Caddo Parish JROTC Standard Operating Procedures

28. There will be no talking during a competition match except for necessary instructions given by coaches and the person conducting the match ("Home" team coach). Coaches are allowed to speak with and coach their team members throughout the match, but must do so in a manner that does not interfere with other shooters.

29. **Scoring Targets:** Each coach will designate a cadet scorer for his team (*usually the team captain*).

Cadet scoring targets will be placed in a separate room free from distractions and at no time will other cadets enter the scoring area/room.

The Scorers will:

- (a.) Score the other team's targets but will not total the value of the ten (10) shots per target. *Scorers will not "plug" targets.*
- (b.) Scorers will exchange targets and review the scoring of their team's targets. If a scorer believes that the other scorer made an error, or does not agree with the value given to a particular shot, the two scorers will discuss the shot in question to resolve the correct value.
- (c.) If the scorers cannot agree on the value of the shot in question, the coaches will review only the shot in question to resolve the correct value.
- (d.) After all questions have been resolved, and only then, will the scores total the value of the shots on each target.
- (e.) At no time will the coach or coaches re-score a target or all targets.
- (f.) Questions of correct addition may be brought to the attention of the coaches at any time.
- (g.) No changes will be made to the score sheet once it is signed by the coaches (unless it is an addition error of the scores shown on the score sheet).
- (h.) If the coaches cannot agree on the value of a specific shot, then the DAI will review the shot in question and make a decision. This decision is final.

30. The scorers will complete the score sheets and coaches will verify the scores shown on the sheet and sign.

31. The "Home" team coach of the match will be responsible for faxing (603-6422) the competition score sheet to the DAI office not later than 0900 hours the next work day.

32. There will be no Shoot-Off. The team having the overall highest score at the end of the competition season will be declared the winner for the school year.

33. The Caddo Parish DAI is the public information office for the JROTC Rifle Marksmanship Competitions. However; this does not preclude news release, etc., being published by team coaches.