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Policy No. 2

NORI Instruction Policy

DOCUMENT CONTROL

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On behalf of Board: John Jemal, President

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TITLE

NORI Procedure - Instruction of new pistol shooters

PURPOSE

The CDPC Inc has a legal obligation to conduct NORI sessions to instruct new shooters as required under the Firearms Act 1996 and to assess the new shooter as a prospective club member.

SCOPE

Cranbourne Dandenong Pistol Club Premises

OBJECTIVE

To provide guidance to the NORI instructors, Members and prospective members to meet the legal objectives for NORI shooters and club membership in line with the Firearms Act 1996

POLICY DETAILS

The CDPC Inc will undertake NORI Training and ensure prospective members meet CDPC requirements before being endorsed to apply for:

- Providing a contact point and entry process for training ;
- Ensuring compliance with NORI legislative requirements;
- Providing appropriate information, instruction, training and supervision to NORI shooters, to ensure their safety and safety of members of CDPC;
- Provide information about licensing requirements, club membership requirements.

1. RESPONSIBILITIES

The key rules, which underpin this policy NORI Instructors and members:

- understand their accountability for completing NORI forms;
- ensure NORI forms are forwarded to LRD as per LRD requirements;
- Assess the NORI shooter for character and suitability to hold a licence and join CDPC;
- Ensure that the NORI shooter demonstrates a willingness to learn and achieve competence in safe handling of firearms;
- Accepts their "Duty of Care" and follows all safety policies and procedures;

1.1 Committee of CDPC

The Committee must, before accepting a new member to the club:

- Ensure that NORI training is conducted by a suitable person with experience to provide the training;
- Ensure that the instructor completes all Official Paperwork for NORI training – See Associated Documents;
- Be satisfied that the person has been trained and assessed by the instructor as being a suitable person to hold a license;
- Be satisfied that the person would be a suitable person to join the club;
- Ensure the prospective member understand their responsibilities to follow club rules and protocols.

2. First Attendance at Club:

2.1 NORI Shooter

The NORI shooter will make contact with the club via

- attending the range and on a Saturday and requesting admittance to explore the requirements
- Making contact with the club via phone to make arrangements to meet a club official to explore the requirements
- Arrange for attendance at the club with a NORI instructor;
- Brings two forms of identification on the first day of NORI instruction and on subsequent NORI visits

2.2 NORI Instructor

The NORI instructor will ensure:

- The NORI shooter clearly understand that they can only have 10 NORI shoots in their lifetime before deciding to join a club;
- The NORI shooter completes all paperwork required before entering the shooting instruction area;
- The NORI shooter pays the prescribed fee for the training, which includes the cost of ammunition;
- Ensure that the NORI Shooter is given a full rundown of the procedures on the range before commencing training;
- The NORI shooter clearly understands that they must strictly follow all instructions from the instructor during training;
- Conduct training in bays 1 & 2 only of Range 2

3. Firearms and ammunition for Training

Generally the NORI shooter will receive instruction using a .22 LR Semi-Automatic handgun or a single action revolver. The club will provide a well maintained handgun for this purpose and the NORI shooter will adhere strictly to all instructions.

4. DUTY OF CARE

The CDPC Inc has a ‘Reasonably Practicable” Duty of care to its members and visitors and all members are required to conduct themselves in a safe non-threatening and inclusive manner. This includes the safe handling of firearms and compliance with club rules and respectful treatment of members by members and club officials.

For NORI Shooters this Duty of Care extends to and by the NORI shooter to club members in attendance at the range when instruction is occurring.

A NORI shooter that does not comply with instructions or behaves in any way that appears unacceptable to the instructor or other members may be excluded from eligibility to apply for membership and continue NORI instruction.

5. ASSOCIATED DOCUMENTS / REFERENCES

- **Sign in register**
- **Visitor Indemnity Form**
- **NORI – LRD Form**
- **NORI Information**