

Match Director's Check List

Before Match check on following:

Nik Taylor keeps track of items 2 thru 6, you may check w/him on status (704) 391-7979 or <nikdiesel600hp@yahoo.com>.

1. Bring a copy of the match program to the match (print from NSSC website).
2. Get lock combination for bunkers from Nik Taylor – (704) 391-7979 or <nikdiesel600hp@yahoo.com>.
3. Targets and repair centers.
4. Pastors.
5. Target paste and water to make it.
6. Entry and Score cards. (Handled by stats person, score cards kept in file cabinet).
7. Check that you have someone to handle Registration and Squadding. Contact Jane Green to confirm she will be there (919) 690-0817, <janemariegreen@embarqmail.com>. If unavailable contact Nik Taylor.
8. Arrange for club radios to be at the range. Contact Tom Green at (919) 690-0817, <tbgreen@embarqmail.com>.
9. If available, arrange for club target puller, if not, make arrangements for pit/line help. (Can be done morning of the match.)
The 4 shooters on club target - the two not shooting run pits while the other two shoot. (NSSC pays for target puller service).
If no club puller is available, pick 1 or 2 targets (as needed), have one person pull target while the other runs the pits. (These individuals receive work points).
Championships/Regional's or matches with large turnout may require 2 club pullers, 8 helpers.
If available, a non shooting Pit Boss helps maintain consistency and helps match run smoothly (check with Nik Taylor on availability).

Practice/Sight in Day

1. Go to Range Control - Sign for range. Practice traditionally starts at Noon.
You will need everything that is needed for a match day (see below).
2. Don't get concerned if you are not available to run practice. There is usually someone available on/at the range that can do it. Coordinate w/Nik Taylor if you can/cannot be there on practice day.

Match Day

1. You are the Officer in Charge (OIC). When opening range you will need to provide last four numbers of your social security number.
2. Appoint a Range Safety Officer (RS). You will have to provide his name and last four numbers of his SS# when opening the range.
3. Appoint a 3 man Jury with the foreman being a NSSC member for a NRA Registered matches when no NRA Referee is present.

4. Go to Range Control - Sign for range. You can sign for range on Fri. (Range Control opens 7:30 AM)). Range Control will give you the following items: In a wooden box.
 - Range Control Radios (1 or 2).
 - Red range flags (1 to 3).
 - First Aid Kit.
 - Copy of Range 4 SOP
5. Put up Red range flags at Gate 17 (Entrance to Range 4), at the longest yard line being fired, and at the pits.
6. Put up Red and Yellow wind flags. Flag pole holes are located on 200, 400, 600, and 800 yd lines in vicinity of position marker 13 and 38 (location numbers vary, line position numbers are not all in line with the target number). After the first day of a two day match, lay flags on the ground until the next morning.
7. In the pits, at the Target Control Booth, plug in the power strip (make sure it's on). The control box switches must be in the "OFF" position for pullers to use them. (Call Range Control if booth is locked.)
8. Pick up and take Club PA system to firing line (**PA SYSTEM USE IS MANDATORY**). Take one or two speakers to the line depending on number of shooters.
9. Take extra score cards and yellow box to the firing line.
10. Take radios to firing line (Range Control radio set to channel #1, Pit/Line radios set to Channel #5, keep one for backup incase communication is lost).
11. Ensure left and right gates on road crossing range between 500 and 600 yd lines are closed and locked before moving to 600 yds and beyond. (Call Range Control and let them know you are moving to 600, so they can lock them, or let them know they're already locked).

Match Conduct Does and Don'ts

1. Give Safety Brief. Read safety brief contained in this book. Ensure all are present and paying attention. **Ensure both line and pits are briefed prior to start of firing.**
2. Contact Range Control – Request to go hot. **Use format contained in this book. Reminder: You will need to provide yours and RSOs name and last 4 of SSN.**
3. Matches will be shot in the order listed in the program, unless changed by the match director. Program changes will be posted on the NSSC webpage. When situation dictates, the match director may make changes immediately prior to start of the match. **The match director will post a note of the change (this may be a hand written note) in the pits and brief all shooters on the change.**
4. Match relay change over: (**Match Directors will not infiltrate relays**)
 - Over the course matches, relay 3 and 4 will start in the pits. Pit change will be after relay 1 and 2 have completed fire at 300 yds.
 - NMC Regional matches, relay 3 and 4 will start in the pits. Pit change will be after relay 1 and 2 have completed fire at 200 yds.
 - Mid/Long range/Palma matches, relay 3 and 4 will start in the pits. Pit change will be after relay 1 and 2 have complete firing at the first yard line.
 - Two day matches, on day two relay 1 and 2 will be in the pits first.
 - Match Director may elect, if situation dictates, to have only 3 relays. Relay change-over times are included in back of this book. **If possible this will be noted on webpage.**
5. NRA High Power Rules will govern the conduct of the match.

6. Match Commands will be in accordance with NRA rule book and match commands contained in this book. (**Match Directors will not use block times/combine prep and firing time.**)
7. Score cards should be delivered to stats during each pit change.
8. Check team names on team cards – Have offensive team names changed before submitting to the Statistician. Give Statistician the authority to change offensive team names to a more suitable name.

When Match is Complete

1. Contact Range Control - Notify them the range is cold, provide number of personnel trained and number of rounds fired (estimate if necessary). Note: final report will contain total rounds fired.
2. Ensure targets are refaced and returned to bunker.
3. Raise target carriers until they are 12 inches off the bottom switch (3 ½ feet off the ground).
4. Unplug power strip and antenna plug in the control booth in the pits.
5. Collect radios (make sure to place pit radios in charger).
6. Take down all flags; place all NSSC flags in bunker.
7. Ensure Trash is picked up and trash barrels are dumped in dumpster.
8. Ensure bunker is clean, targets and pit boxes are put away properly.
9. Make list of any supply shortages and report them to Nik Taylor.
10. Lock bunkers.
11. Check out with Range Control. Bring Match Report and range box with you when you check out.
12. Provide match report to Nik Taylor and James Crofts. Be sure to list names of persons that assisted so they can be provided work points.
13. If you are authorized a hotel, provide the receipt to Tom Green for reimbursement.

