

# JROTC UNIT MARKSMANSHIP INSPECTION FORM

For information on this form, see CCR 145-2; the proponent agency is ATCC-J

**Approved -- 20-Jan-05 (update: 31Jan09)**

**Instructions:** Please make and sign two copies of this form. Give one completed copy to the JROTC unit. Fax or send one completed copy to the CMP as soon as possible after the inspection is completed.

\_\_\_\_\_ **Initial Inspection**                      \_\_\_\_\_ **Re-Inspection**

JROTC Unit Information	
JROTC Unit:	
JROTC Unit Address:	
<b>List all instructors who will be responsible for conducting air rifle range firing in the spaces below.</b>	
JROTC Instructor:	
Email:	Telephone:
JROTC Instructor:	
Email:	Telephone:
JROTC Instructor:	
Email:	Telephone:
Inspector Information	
Inspector Name:	
Inspector Address:	
Email:	Telephone:

## Unit Marksmanship Inspection Record

Requirement/Prerequisite	In Compliance Yes/No
1. <b>MOU with School:</b> Does the Unit have a written Memorandum of Understanding (MOU) with the school regarding the conduct of marksmanship training and the use, access control and maintenance of an air rifle range?	
2. <b>MOU with School:</b> Does the MOU outline the range requirements, the types (specific models not required) of air rifles allowed and safety rules?	
3. <b>Safety and Range Management SOP:</b> Did the unit adopt and implement the mandatory <b>Standard Operating Procedures (SOP) for Air Rifle Safety and Air Rifle Range Management?</b> The adoption of the SOP can be referenced in the MOU with the school or the Senior Instructor can affirm that the SOP has been adopted and will be followed in all air rifle range firing activities. A copy of the SOP should be available at the unit office or range.	
4. <b>Air Rifle Range Access:</b> Is the unit's air rifle range capable of being secured from the inside of the range so that unauthorized persons cannot enter the range area from the outside of the range during firing? "Range area" means the sides and downrange area of the range. A range may be configured so that individuals may enter or exit the rear of the range (area behind the firing line). <b>Note: If the unit uses two or more locations for air rifle ranges, apply inspection requirements 4, 5, 6 &amp; 7 to each range and note in the right column that multiple locations were inspected.</b>	

<p>5. <b>Air Rifle Range Impact Area:</b> Is the air rifle range located in an area where a pellet that does not strike the target backstop will not exit the range and impact in an area where there are other people? There should either be walls and a ceiling that can contain any pellet that misses the backstop or the area around the range must not be accessible to other persons.</p>	
<p>6. <b>Range Firing Line:</b> Does the range have a clearly delineated firing line 10 meters (33 feet) from the target backstops, with designated firing points, that allows the instructor to control the locations and actions of cadets on the range?</p>	
<p>7. <b>Target Holders &amp; Backstops:</b> Does the range have target holders and backstops that are capable of capturing and holding all air rifle pellets that are fired at targets on the range?</p>	
<p>8. <b>Air Rifle Storage:</b> Does the unit have a means of securely storing and locking all air rifles when they are not in use? Air rifles may be kept in a moveable storage container if the container itself can be locked and is kept in a room that is locked.</p>	
<p>9. <b>Instructor Training—Distance Learning:</b> Has each instructor who will supervise air rifle range firing completed a <b>U. S. Army JROTC School of Cadet Command Distance Learning Safety and Marksmanship Course</b> within the past year? Certificates confirming course completion should be available; course completion is also recorded by the CMP.</p>	
<p>10. <b>Instructor Training—Coach/Instructor Certification.</b> Has each instructor who will supervise air rifle range firing completed either the: a) the one-day CMP-JROTC Marksmanship Instructor Course, b) the two day CMP/NRA/USAS Coach Certification Course? A course certificate or coach card must be available. If civilian range officers or coaches assist the JROTC instructor, they must also be certified through one of these two course and copies of their certificates must be available.</p>	
<p>11. <b>Cadet Marksmanship Roster:</b> Is a roster with the names of all cadets who are “marksmanship qualified” maintained at the unit? The Cadet Marksmanship Roster should record that these cadets received training in air rifle safety and range procedures, passed their marksmanship safety exams and signed Individual Safety Pledges.</p>	
<p>12. <b>Cadet Safety Exams:</b> Are copies of the written safety exams completed by all cadets on the Cadet Marksmanship Roster retained in a file at the unit? The inspector may spot check these exams to affirm that cadets on the roster completed the exams.</p>	
<p>13. <b>Cadet Safety Pledges:</b> Are copies of the JROTC Cadet Individual Safety Pledges signed by each cadet on the marksmanship roster retained in a file at the unit? The inspector may spot check these exams to affirm that cadets on the roster completed the exams.</p>	
<p>If a “no” is given on any of the inspection points, please explain:</p>	
<p>Remarks:</p>	
<p>Inspection Completion Certification:</p>	
<p>_____</p>	<p>_____</p>
<p>Date</p>	<p>Inspector Signature</p>

Fax or send one completed copy of this form to the CMP:

Fax: 419-635-2573

Mail: P. O. Box 576, Attn: JROTC Inspections, Port Clinton OH 43452