

IPSC BC House Rules & Guidelines 2016

INTRODUCTION:

The Board of Directors has approved these Rules and Guidelines as of January 2016. They are to apply to all Level II and higher events that are conducted under the sanctioning of IPSC BC and will be used in conjunction with the current edition of the IPSC Competition Rule Books as published by the International Practical Shooting Confederation. Final interpretation of the House Rules is at the sole discretion of the Directors.

1) Membership:

- a) Individuals must submit the current years membership fee, along with a signed membership form to the membership coordinator.
- b) To qualify for the early renewal discount a member must hold a membership in the current calendar year.

2) Code of Conduct

This Code of Conduct applies to all members of IPSC BC and to our contact with each other as well as to our conversations and comments in person and 'on-line'.

1. It is a privilege and not a right, to be a member of IPSC BC.
2. IPSC BC members are expected to be a positive role model for the sport and encourage sportsmanship and take all possible steps to prevent the sport from being brought into disrepute.
3. IPSC BC members will act with fairness, honesty, integrity and openness; respect the opinions of others and treat all with equality and dignity without regard to gender, race, colour, creed, ancestry, place of origin, political beliefs, religion, marital status, disability, age, or sexual orientation.
4. IPSC BC members will treat each other and all members with respect and ensure that in our contacts and communications we are reasonably polite, whether we are communicating with or in regard to any other member(s).
5. IPSC BC members will avoid invective, abusive language, profanity, or communication that is deemed to be threatening, harassing, intimidating or humiliating when communicating with another member, match official, or spectator.
6. The Board of Directors SHALL consider the actions of Members that engage in inappropriate behavior including communication and comments in online forums or any other form of online communication and may take such action as appears appropriate to control or repudiate such behaviour.
7. The Board when considering such behaviors or communications may consider whatever statements, reports, recordings or postings that are brought to their attention.
8. Where the Webmaster or other moderator of the IPSC BC forums believes that a members comments or postings would be in contravention of points 1 & 2 the Webmaster or moderator SHALL take steps to block any such posting(s) and shall as soon as possible refer the postings and their concerns to the Board to seek direction.

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- a. Where appropriate the Board may direct the Webmaster or moderator to release any such posting or may direct that the posting or postings be permanently blocked. The Board may also direct that the individual member making such postings either have their access suspended or that they be blocked from access or from posting until such further decision by the Board.
9. Where the Board is satisfied that a members actions have been shown to be inappropriate and contrary to the expectations of the Board, the Board may act by any or all of the following:
 - a. Requesting that the member apologize in such a manner and forum as is appropriate bearing in mind the nature and circumstances of the inappropriate action, behavior or communications.
 - b. Placing the member or members on probation to monitor future behavior for up to one year.
 - c. Suspend the member for a period of up to one year or
 - d. Suspend the member until such time as requested remedial actions or steps have been taken and completed.

3) COMPETITOR PARTICIPATION REQUIREMENTS:

- a) Training Course students must complete one sanctioned qualifier match successfully within one year of having taken the Black Badge Course. Doing so will complete the Black badge course certification. Failure to complete the Black Badge course within the one-year timeframe will require the course to be retaken.
- b) A member must participate in at least one Level II or higher match per year otherwise they will be deemed as inactive. Note: The Member is responsible for providing proof of out of section activity.
- c) The membership coordinator must RECEIVE the individual member's membership information or completed application at least two weeks BEFORE a qualifier in order for the individual to participate in the qualifier. Late entries with late memberships cannot be accepted.
 - i) Black Badge instructors please note that this also applies to your students. Make sure you have fully completed paper work submitted and schedule courses accordingly.
- d) Members must be current on all financial charges to IPSC BC at the time of renewal. Any member in arrears will not have their membership renewed until their account is cleared.
- e) As a condition of entry in any sanctioned match each individual member or competitor is REQUIRED to fulfill their scheduled work commitment at any sanctioned match, whether they are disqualified or not. Any competitor leaving prior to completing their scheduled work assignment, without prior approval from the **Range Master & Match Director** will be fined \$100 by IPSC BC.

4) RE-CERTIFICATION:

- a) If a member has not participated in competition for:
 - i) Over two years and less than three years, the Member must:

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- (1) Write the Open Book Exam and pass it. (Min: 75%).
- (2) Complete a Level I or higher match under the supervision of a currently certified TCI or RO/CRO/RM.
- (3) Purchase the new Training Course material from the TCI.
- ii) Over three years and less than four years, the Member must:
 - (1) Write the Open Book Exam and pass it. (Min: 75%).
 - (2) Complete the Qualification Record requirements of the Training Course and pass.
 - (3) Complete a Level II or higher qualifier match.
 - (4) Purchase new Training Course material from the TCI.
- iii) Four or more years, the Member must:
 - (1) Re-take the Training Course (Black Badge).

Note: In all cases- all written endorsements and/or certification documents must be sent to the Membership Coordinator with any appropriate fees collected as verification that an inactive member has been re-certified. It is the responsibility of the recertification instructor to ensure all recertification materials and endorsements are sent to the membership coordinator, only in the approved current format. (As per normal Black Badge course)

5) DISQUALIFICATIONS:

- a) If a Training Course student is disqualified in two consecutive qualifier matches, the Training Course must be retaken prior to the student being eligible to compete in any further qualifier matches.
- b) If a member is disqualified in two Level II or higher IPSC events in a 370 day period starting from the date of the first disqualification, they will be put on probation for a period, determined by the Board, which will not be less than one year starting from the date of the second disqualification.
- c) If a member on probation is disqualified at ANY IPSC sanctioned match, (Level II or higher), their shooting privileges will be immediately suspended. The Board of Directors will then conduct a review to determine if the member's shooting privileges will be re-instated. If the member voluntarily takes and completes a BBC from a Board designated senior instructor they will be reinstated. All rules for BBC graduates apply.
- d) A member who has been on probation more than once will have their individual situation and status reviewed on an annual basis to see if any further action is required.
- e) Once a request for review from the suspended member is received the BOD will render their decision within 30 days.
- f) The Board will review any member, who has multiple disqualifications.
- g) The Membership Coordinator and the Statistics Coordinator will do monitoring of disqualifications.
- h) The Section Coordinator will notify the Member's Zone Director of the probationary status, who will then contact the member.

6) COF REQUIREMENTS:

- a) It is required that:
 - i) The Current Edition IPSC rulebook comes first for safety and course design. All stages will be freestyle unless to comply with Rule 1.1.5.3.

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- ii) If a firearm is to be picked up off a table, the tabletop must have a non-slip surface and a raised edge.
- iii) Slippery obstacles, such as plywood covered shooting boxes or stairs, must have a slip-resistant surface or ledge.
- iv) If there is a port to shoot through, no shooting box will be used.
- v) Failure to comply with these items will cause stages to be deleted from the match unless they can be brought into compliance.
- b) It is recommended that:
 - i) There be no more than three meters between shooting areas.
 - ii) Course design must allow the RO to safely control the shooter's actions.
 - iii) Targets will be changed when 50% of the available scoring lines are no longer visible.
 - iv) PORTS:
 - (1) Have a maximum height to the bottom of any opening for a shooting position of 90cm. This specifically includes ports, windows, and props such as barricades/walls to shoot over.
 - (2) Ports in a wall may be at ground level.
 - (3) The minimum opening for a port is 30 cm vertical by 10 cm horizontal.
 - (4) Pads should be placed on all rough edges of the ports.
 - (5) Port heights need to be fair for all competitors. They should not give an advantage to a short or tall person. Using vertical ports is a strongly recommended option.
 - v) TUNNELS:
 - (1) Tunnels must be angled so that the competitor is moving down range.
 - vi) METAL TARGETS:
 - (1) All metal targets must have a smooth front face with no protrusions. This specifically applies to the bases on IPSC Plates.
 - (a) Metal targets that have holes in them are a direct violation of safety standards. They are not allowed to be used in any IPSC BC sanctioned event unless the holes are used to connect them to a reactive target.

7) MATCH DIRECTOR RESPONSIBILITIES & REQUIREMENTS:

- a) The Match Director is responsible for THE ENTIRE MATCH, prior to the Range Master assuming responsibility on match day. The Match Director is responsible to ensure that the match is up to the expected standard, PRIOR to the Range Master going through the match, on the morning of the match. The RM is NOT responsible to fix your match. If stages cannot be fixed in a timely manner, then stages WILL BE PULLED out of the match. Ensure your match is up to expected criteria PRIOR to the morning of the match.
- b) New Match Directors MUST have help from another experienced Match Director or outside help from another Match Director on an approved list from IPSCBC. Contact your Zone Director for an approved list.
- c) At any sanctioned match with sixty or fewer shooters the MD must use Self RO/Officiating squads.
- d) Within two weeks after the match, the Match Director will be required to report back to the Board of Directors as to the conduct of the match, if there were any problems to be discussed, and provide solutions.
- e) Clubs will be given a warning if the match is not up to standards. After two warnings, a letter will be issued, requiring a written promise to instigate needed changes, or no qualifier will be given for a minimum of one year.

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- f) Any stages that are set up for the match may NOT be practiced or shot before the match day. If this is done, and can be proven, this competitor will be given a 10.6 for the match.
- g) What is expected from the Match Director and when:
 - i) Three months prior to the match:
 - (1) Entry to the match must be posted.
 - (2) Entry must include email address and contact info and cut off dates.
 - (3) One Month Prior to the match:
 - (4) Enter match into your computer
 - (5) Request NEW database, and enter competitors. Contact the Stats Director if you need assistance.
 - (6) NO manual entry of competitors will take place, WITHOUT direction from the Membership Coordinator.
 - (7) Plan trophies, based off of your early cut off entries.
 - ii) Week of the match:
 - (1) Ensure all competitors are entered into the computer.
 - (2) Print out competitor labels.
 - (3) Obtain score sheets and organize labels.
 - (4) Work/Shoot Schedule. Start with who works, use more experienced CRO's in the morning to make sure match starts off well.
 - (5) Squad list time ladder.
 - iii) Pre Match Stage build and Setup:
 - (a) 3 Months Prior to the match:
 - (b) Draw up stages. Know which stage you plan to put on which bay.
 - (c) Know how many pieces of steel/ stands/ props you have and have a backup just in case anything breaks.
 - (d) Ensure you have enough help to build this match.
 - iv) One Month Prior to the match:
 - (1) Order extra Outhouses.
 - (a) Guideline Min. of 2. Over 70, add one per every 35 competitors.
 - v) Two Weeks Prior & Week of the match:
 - (1) Mark all your fault lines.
 - (2) Check that ALL walls, target stands, steel, vision barriers, barrels, are all staked down. Nothing will move.
 - (3) Check that ALL moving or activated targets are checked and rechecked for consistency. Make sure you have spare cables, sticks, activators, movers, etc.
 - (4) Make sure this stage will handle a 100lb person and a 300lb person.
 - (5) Check your bullet impact zones for every height of competitor.
 - (6) Remove rocks etc.
 - (7) Check for shoot through from EVERY possible position. Just because you wouldn't shoot it there doesn't mean someone won't. Putting lathe in the stands will help you visualize this.
 - (8) Nine rounds from one view/position. You can let them see more, but you cannot force the competitor to shoot more than nine rounds from one position.
 - (9) Clean up after your set up is done. Have pride in what you have done. Make sure adequate garbage and recycling bins are available.
 - vi) Day of the match:

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- (1) Put up targets. The Match Director and Staff MUST do this. Do not let the RO/CRO's put up the targets; they do not know your intentions for the design of the stage.
- (2) If you have a match on Saturday your stages will be COMPLETE by 5pm Friday. If you have a match on Sunday your stages will be COMPLETE by 5pm Saturday.
- (3) Stats paper copies and Practiscore backups must be kept until the match has been successfully posted on the IPSC BC website and confirmed by Webmaster and Statistician.

8) QUALIFIERS:

- a) The local Zone Director must approve all qualifier dates in their zone and associated match copies to ensure safety and rule compliance.
- b) All qualifiers are required to use IPSC BC paper targets. Failure to comply with this regulation will result in a \$250.00 fine. Appropriate tape, patches and scorecards can be purchased through IPSC BC. Monies owing to IPSC BC for merchandise purchased are due and payable upon invoice.

9) SANCTION FEES:

- a) At sanctioned IPSC BC, level 2 events and higher, including the Provincials, a sanction fee must be sent to IPSC BC for every competitor.
- b) Sanction fees are currently \$8.00 per competitor.

10) MATCH RESULTS:

- a) Must be sent to the Statistics Coordinator and the Section Coordinator within 48 hours of completing the event.
- b) If match results have not been sent within the 48 hours, a charge of \$2.00 per competitor will be applied.

11) PROVINCIAL CHAMPIONSHIPS REQUIREMENT:

- a) Any club wanting to host the provincial championship must submit their request to their Zone Director in writing. In order for a club to qualify to be able to host the Provincial Championships the following requirement must be met. An application form is available on IPSC BC website.
 - i) An IPSC BC Provincial Championship MUST be able to accommodate a minimum of 200 competitors in a three day format.
- b) Match copy must be submitted to Section Coordinator by March 1st.
- c) ALL ranges must have adequate cover (such as a 10 x 20 Costco garage or equivalent or better) for competitors and range officials, per Bay. Appropriate ground to support a large-scale amount of competitors. Adequate indoor area for Stats and adequate power to run the equipment which must consist of:
 - i) Computer for running approved scoring program and a backup. An approved scoring program must be installed and operating on the backup computer.
 - ii) Printer for producing results, and a backup printer with extra toner/ink/paper.
- d) Must have adequate help to set up the match. Zone Director must be able to monitor the match setup. All stages and match facilities must be completely set up one FULL day before the start of the match.

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- e) Banquet facility must be big enough to handle more people than just the competitors and seat everyone comfortably.
- f) The AGM must have food and beverages but no alcohol. Again the venue must be big enough to seat everyone comfortably. IPSC BC to pay up to \$500 towards the AGM.
- g) Section Coordinator will have final approval of event stages, squadding, and work assignment. Provincial Championships are required to use IPSC BC paper targets and scorecards or official WINMSS scorecards format. Failure to comply with either of these regulations will result in a \$250.00 fine.
- h) Chronograph will be supplied by IPSC BC. The chronograph must be sandbagged and protected at all times. Please contact the equipment manager in advance.
- i) Use of the approved Standard Box is mandatory and will be supplied by IPSC BC.
- j) Use of the approved Trigger Pull Gauge is mandatory and will be supplied by IPSC BC.
- k) All steel shoot targets will be painted standard blue, primer red, or white and MUST be consistent throughout the match.
- l) The IPSC BC Provincial Championships must be a minimum two-day event.
- m) The IPSC BC Provincial Championships will be a half-day format (i.e. Half-day of working/half day of shooting).
- n) Match results must be sent to the Statistics Coordinator and Section Coordinator within 48 hours of the completion of the event. If past the 48 hours, a \$2.00 per competitor charge will be applied.
- o) Event must meet Level III requirements, except for rule 1.2.1.4. However a club may apply for Level III sanctioning.
- p) Trophies:
 - i) Division Requirements:
 - (1) Ten or more competitors -1st, 2nd, 3rd Overall.
 - ii) Class Requirement:
 - (1) Minimum three competitors -1st in each class.
 - (2) Minimum six competitors - 1st and 2nd in each class.
 - (3) Minimum nine competitors -1st, 2nd, 3rd in each class.
- q) No Competitor shall be allowed to "shoot through" or be given a "speed pass" without prior permission from the Board of Directors.
- r) Washroom facilities:
 - i) A minimum of 2, based on 1 per 35 people.
 - ii) 70 competitors and under - 2 outhouses.
 - iii) 71-100 competitors - 3 outhouses
 - iv) 101-200 competitors - 4 outhouses
 - (1) Units should be placed throughout the ranges so that outhouses are close to competitors. Safety areas must be near units.
- s) Each bay will have a cooler and water in sufficient quantities for competitors and workers throughout the entire match.
- t) Failure to comply with any of these requirements will incur a \$500 fine per deficiency.

12) PROVINCIAL TEAMS:

- a) Provincial standings are calculated using the following formula:

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- i) 20% of a competitor's best three current season Qualifiers, plus 40% of the score at the Provincials for a total of 100%.
 - ii) Teams will be comprised of the following:
 - iii) Open Team - 1st, 2nd, 3rd in the Province.
 - iv) Standard Team - 1st, 2nd, 3rd in the Province.
 - v) Production Team - 1st, 2nd, 3rd in the Province.
 - vi) The fourth team member may be selected at the Board of Directors discretion.
- b) If one of the first three members of the team does not accept the position the Board of Directors will appoint a replacement.
 - c) Other Divisions Teams will be considered depending on activity.
 - d) Uniforms will be provided to each team member.
 - e) Teams to be finalized by April 1st.
 - f) Team Uniforms shall be delivered at the National Match.
 - g) Team Uniforms must be worn as delivered.
 - h) If a team member uniform cannot be worn due to sponsorship, they can still be part of the team. Note: Board of Directors will review on a case-by-case basis.
 - i) Any team member that does not show up at and participate as a team member at the Nationals WILL be charged for their shirts/hat and charges incurred on their behalf unless waived by the Board of Directors.
 - j) Any team member who fails to show respect for him or herself or the team, will NOT be offered another spot on any team.
 - k) Dress is appropriate for the banquet. This means NO shooting attire or camouflage or expect to be asked to leave.

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APPENDIX I - CLASSIFICATIONS:

This is the same as IPSC Canada. Percentages are:

Minimum	Maximum		
•D Class	00.00	39.99	
•C Class	40.00	59.99	
•B Class	60.00	74.99	
•A Class	75.00	84.99	
•Master	85.00	94.99	
•Grand Master	95.00	100.00	

APPENDIX II: REQUIREMENTS FOR RO & TCI:

The minimum requirements to become a Range Officer are:

- a. Be an active member for at least 1 full year.
- b. Shoot at least 3 Level II matches per year.
- c. Apply and take a NROI Level 1 course.

The minimum requirements to become a Training Course Instructor (TCI) are:

- a. Be an active member for at least three years.
Be an active Range Official for at least two years.
Must shoot a minimum of five Level II or higher matches per year.
- b. Apply and take a TCI instructor course.

Contact the IPSC BC TCC or your Zone Rep for further information

APPENDIX III - Membership:

1. All membership documentation will be submitted to the Membership Coordinator.
2. Supporting documents accompanying the membership applications will be dispersed to the various Coordinators for further processing and follow up. For example: For TCI submitted packages, the membership applications will be removed and all remaining TCI documents will be forwarded to the Training Course Coordinator for processing and filing.
3. Membership cards will be printed and sent out individually to each paid up member. If opportunity presents, more economical methods may be utilized.
4. Deposits will be reported to the Treasurer for reconciliation with a copy to the Section Coordinator and Secretary. Schedule of reports may be changed with the mutual consent of all parties.
5. At the end of the year or on a date determined by the Section Coordinator, an annual reconciliation of fees collected and deposited by Membership will be performed to ensure that all monies received are deposited and accounted for.

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APPENDIX IV - Equipment Manager:

1. Targets - Targets will be purchased on an advance ordered basis.
 - i. We will only keep 1000 extra targets.
 - ii. Targets will be drop shipped to Clubs at the beginning of the year.
2. Tape/Pasters – Tan tape will be stocked, tan, black and white pasters, will be stocked. Black tape for making partial targets, will always be available.
3. Score Cards – Available in packs of 100.
4. Radios, scale, bullet pullers, standard box, trigger pull weight (box & weight until we have special boxes made for each club) – These items will be sent out to Clubs on request. The fee for renting this equipment will be an additional \$1.00 that will be added to the sanction fee. Batteries will be supplied with timers only.
5. Chronograph – This item will only be sent out for the Provincials.
6. Shipping - Equipment will be shipped directly to the Club or Match Director via Canada Post or the most cost effective method. If you have an account with a courier please advise with the account number. Items will be returned directly to the equipment manager after the match via courier. This will be shipped COD, unless alternate arrangements have been made with the Equipment manager on shipping.
7. Damage - All Clubs will be responsible for damage to any of the equipment. The equipment will be repaired and they will be invoiced accordingly. Match Directors, please check equipment when you receive it and call if there are any discrepancies.

Appendix V – Training Course Coordinator (TCC)

1. Reports to the National Range Officer's Institute Coordinator for BC.
2. Cost for the Training Course Kit is \$120.00, which includes the first year's membership fee.
3. The Training Course Kit will include:
 - i. Rulebook
 - ii. IPSC BC House Rules & Guidelines
 - iii. Black Badge Training manual
 - iv. Open book exam
 - v. Course Completion sheet
 - vi. Qualification sheet
 - vii. Instructor's evaluation form
4. Training Course Instructors, (TCI's) are required to inform TCC and their Zone Director of impending courses a minimum of seven days before the course is to be conducted.
5. Kits will be shipped Greyhound prepaid by IPSC BC
 - i. All requests for training kits must be made FIRST to the TCC, Nick King at kingauto@uniserve.com
 - ii. Orders received after Wednesday of that week will not be shipped until the following week.
 - iii. In the greater Vancouver area, kits can only be picked up in person at RSL in Langley by prior arrangement.

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6. Course completion procedures:
 - i. The Training Course Instructor must within three days send an E-mail to the Training Course Coordinator, Zone Director, and the Membership Coordinator with following information:
 - Date(s) course held and completed.
 - Listing the names of the students
 - Pass or Fail
 - ii. All documents will be mailed to the Membership Coordinator.
 - – Supporting documents accompanying the membership applications will be dispersed to the various Coordinators for further processing and follow-up.
 - The Membership Coordinator must receive all course documentation within ten days after course completion.
 - iii. NOTE: Only current membership forms will be accepted.
 - TCI's are responsible for making sure that documentation is created using ALL online forms. No hand written forms will be accepted.
 - A \$100 administration fee will be charged and applied to the TCI's membership for every package (one per course) that must be sent back for correction.
 - The TCI will be suspended after more than three occurrences of submitting incomplete or late documentation.
 - If an instructor has material returned to them for being in the wrong format etc, the instructor MUST return the corrected material to the membership coordinator within 10 days.
 - Fines are assessed to the TCI's membership and therefore they must clear any fines prior to shooting a sanctioned match or renewing their membership.
 - All suspensions are reviewed by the Board of Directors for any further actions.
 - Students completing a course within two weeks of a Qualifier will require approval from the Section Coordinator or their Zone Director to participate in an event.