

Young Marines
12th Sergeant Major of the Marine Corps
Gene Overstreet Shooting Sports Program
(YMSSP)



Standard Operating Procedures

June 2019

YOUNG MARINES SPORTS SHOOTING PROGRAM

STANDARD OPERATING PROCEDURES

Mission

To provide Young Marines and Adult Volunteers training and education to enrich their skills in the responsible use of air guns and firearms, through marksmanship training and competitions where safety is our highest priority.

Overview

The Young Marine Marksmanship Program has had a long history in the where Young Marines have been active in marksmanship training and competitions across the program. In 2018, the Marksmanship Program was renamed the "12th Sergeant Major of the Marine Corps (SMMC) Gene Overstreet Shooting Sports Program" in honor of our long-time supporter, friend, and Young Marine Board Member.

The Young Marines have identified the need to have policy updates in the interests of our organization, and provide this document to outline our objective to ensure standard operating procedures for the Young Marines Sports Shooting Program (YMSSP) are in place which foster a safe, fun, and competitive sports shooting environment.

There are several areas outlined in this document which will assist all levels of command in assuring compliance and safety while working under the YMSSP.

There are three components to the YMSSP

PART I

MARKSMANSHIP RIBBON



Acquiring the Young Marine Marksmanship Ribbon is a mandatory prerequisite for progression to any rifle or pistol practical application on a firing range. Complete the requirements of a Firearms Safety Course, along with having the course completion recorded, and the Young Marine Marksmanship Ribbon awarded to the Young Marine must be accomplished before advancing to any active, practical skills shooting level training or competition within the YMSSP.

Young Marines must receive a course of instruction by a qualified:

- a. NRA Marksmanship Instructor
- b. Glock Sports Shooting Foundation Coach/Instructor
- c. Scholastic Action Shooting Program Coach/Instructor
- d. Civilian Marksmanship Program Coach/Instructor
- e. Range Safety Officers affiliated with a Service Organization, Club or Training Center
- f. A professional Subject Matter Expert (SME)
 - a. Local, state, or federal law enforcement officer
 - b. Military Police Officer
 - c. Military Primary Marksmanship Instructors (PMI),

Instruction must successfully meet criteria in the following:

- a. Firearms Safety
- b. Smart and safe handling of firearms
- c. Firearms parts and components
- d. Household firearm safety
- e. This course of instruction does not require any actual practical shooting experience at any range.

Units who do not wish to participate in any practical skills aspect of shooting, are still highly encouraged to have Young Marines attend a Firearms Safety Course. This provides a Young Marine the opportunity to obtain his or her Young Marine Marksmanship Ribbon. Even if only to promote education and awareness of firearm safety at home and in his or her community (see reference section for more information on Project ChildSafe).

PART II MARKSMANSHIP INSTRUCTION – Practical application

General

Youth have a fascination with firearms. It is essential to take the time to instruct them on the safety and the proper handling of them. Now, a Young Marine has completed classroom training and has earned his Marksmanship Ribbon. The Young Marine is ready to begin the practical skills required to operate a firearm on the range safely. While marksmanship instruction is highly encouraged for all Young Marines. We have to stress and maintain the highest level of safety ensure our Young Marines and parents have qualified instructors and training on the range.

Age Restrictions

All Young Marines ages nine and above may participate in Air rifle/pistol and small-bore .22-caliber rifle/pistol training and competitions. Young Marines twelve and older may participate in 9mm centerfire pistol training and competitions.

Unit Commanders and instructors should consider the Young Marine's physical size, strength, and maturity to ensure that the Young Marine will not be injured or cannot jeopardize the safety of others.

Young Marine Eligibility

To be eligible to participate on a range a Young Marine must meet the following qualifications:

- a. Be a Young Marine in good standing.
- b. Earned the Young Marines Marksmanship Ribbon.
- c. Have passing academic and conduct or citizenship grades during the last report card period.
- d. Have a current satisfactory parental progress report.
- e. Have a passing score from the latest PFT.
- f. Safely handle rifles at all time and not endanger anyone.

Commander's Responsibilities

Whether there is a local unit, battalion, regiment, or division sponsored activity, the highest level commander is responsible for everything their unit(s) does or fails to do. Due to of this responsibility, the commander, before any practical application and range training the unit or higher level commander must assure the following:

- a. Ensure that the instructor(s) and/or coach(es) are properly certified to instruct and/or coach.
- b. Ensure all present receive a safety briefing before any activity on the range takes place.
- c. Provide safe and adequate rifles and equipment as prescribed by the NRA and CMP.
- d. Conduct firing at safe and properly constructed shooting facilities certified and approved by NRA, CMP, local, state or federal government.
- e. Ensure that all safety standards and rules are applied at all times to all participants.

Note: In reference to military installations. Not all military installations ranges are the same. Each may have different requirements, rules and regulations you will need to be aware of and adhere if authorized to train or compete on a military installation firing range.

Document Requirements

"Range Safety Book" consisting of the following:

- a. Current and updated Parental or Guardian Permission and Waiver.

1) All Young Marine participants must have the parental/guardian permission Form, and a waiver has to be completed and signed by their parent or legal guardian before taking part in any marksmanship instruction. Whether classroom safety course or participating on a firing range.

2) The completed and signed documents must be filed and maintained by the unit or higher command element. All parental/guardian permission and waiver forms must be updated for each course, training, or event to ensure current authorized parent/guardian information is accurate, current, and updated on an annual basis.

- b. Roster of eligible Young Marines.
- c. Roster of certified instructor/coaches.
- d. Event/training/competition Roster to include ***all*** in attendance.
- e. Range information which to include contact info, map, address and specific rules and regulations
- f. Complete an Operational Risk Management Worksheet
- f. Young Marines insurance (Rust Insurance) documents.
- g. Young Marine Medical Injury and Incident Report Forms.

Range Coach/Instructor Minimum Requirements

- a. Coach/instructors must be certified to provide marksmanship instruction in accordance with rules and regulations of their parent certifying organization (NRA, CMP, GSSF, SSSF, etc.).
- b. If an instructor is also a Young Marine Adult Volunteer their certification must be current and a copy of their certification must be on file with the participating unit.
- c. Qualified Coaches/Instructors are also generally available from your local police or sheriff's departments, Fish, game and gun clubs, Military Primary Marksmanship Instructors (PMI) and local indoor/outdoor private ranges in your community.
- d. The National Rifle Association (NRA), the Civilian Marksmanship Program (CMP) or the Scholastic Action Shooting Program (SASP/SSSF) provide guidance documents as well as Instructor and Coaching certification courses for a reasonable fee.

National Rifle Association <https://www.nrainstructors.org/search.aspx>

Email: nrainstructors@nrahq.org

Civilian Marksmanship Program <http://thecmp.org/training-tech/> call (419) 635-2141 or email: info@thecmp.org

Scholastic Sports Shooting Foundation (SSSF/SASP) <https://sssfonline.org/about-sssf/>

Call 210-448-8946 or Email: rleach@sssfonline.com

PART III INDIVIDUAL AND TEAM COMPETITION

All units who can are encouraged, if resources permit, to get their units involved in marksmanship training and competitions. There are many opportunities for a Young Marine to discover a desire to pursue the sport and strive to compete in shooting all the way from local competitions onward to national and international competitions. Additionally, there are many avenues for Young Marines to pursue collegiate and foundation scholarships to help with their education goals.

Commander's Responsibilities. Whether there is a local unit, battalion, regiment, or division sponsored activity, the highest level commander is responsible for everything their unit(s) does or fails to do. Due to this responsibility, the commander must:

All units who can are encouraged, if resources permit, to get their units involved in marksmanship competitions

For the purpose of Young Marine units participating in competitions within the Young Marines Sports Shooting Program, they must conform to the following:

- a. Consent to the establishment of a unit team for training and competitions.
- b. Ensure the instructor(s) and or coach(es) are properly certified to instruct and or coach.
- c. Insure there is a safety brief before any activity on the range takes place.
- d. Provide safe and adequate pistols, rifles and equipment as prescribed by the NRA and CMP standards.
- e. Conduct firing at safe and properly constructed, certified shooting facility.
- f. Ensure that all safety standards and rules are applied at all times to all participants.

Age Requirements. As described in Part II

Qualified Instructor/Coaches

It is required that prospective team members and instructor/coaches obtain training guidebooks and materials to assist in their coaching and instructor delivery.

Adult Volunteers may:

- a. Be team coaches, but they cannot allow their team to compete unless there is a certified coach/Instructor on site.
- b. Become certified as instructors and/or coaches by successfully completing the appropriate courses of instruction provided by the organizations referenced in this document or other Headquarters Young Marines approved sources.

Competition Rules

All units or higher participating in range training or competition must have a "Range Safety Book" as described in Part II of this SOP. The book must be onsite and the following rules will apply:

- a. Units must be in good standing and compliant with NHQ to participate in any rifle competition as Young Marine unit. If a unit is non-compliant during competition, the unit shall forfeit any awards and/or recognition for that competition.
- b. Each competing unit shall have a minimum of two (2) Adult Volunteers, in addition to one (1) instructor and one (1) coach. The primary function of an Adult Volunteer is that of chaperone or escort and will not have any other function in support of the competition. If there are female competitors, one (1) Adult Volunteer must be female.
- c. All Young Marine competitors must meet the qualifications and requirements listed under Young Marine eligibility in Part II of this document.
- d. The highest authority present at said events shall sanction all competitions. For example, the sponsoring battalion sanctions a battalion competition. The sponsoring regiment sanctions, a Regimental competition, etc.

Types of Competitions

Intramural Competition: A unit competition opened to Young Marines competing individually or as part of a team within the same unit.

Unit Competition: A unit-sanctioned competition opened to all invited eligible Young Marines and Young Marine unit teams regardless of battalion affiliations.

Battalion Competition: A battalion-sanctioned competition opened to all eligible Young Marines and qualified units from the same battalion.

Regimental Competition: A regiment-sanctioned competition opened to eligible Young Marines and qualified unit teams from the same regiment.

Division Competition: All units, Battalions and Regiments assigned to the Division.


National Competition: Open to all Young Marine Divisions.

Transporting rifles and ammunition

- a. Prior to transport, ensure each rifle is cleared. If possible remove the bolt, magazine/tube from the rifle.
- b. Place the rifle in a transportable locking storage container in the automobile trunk or secured truck bed.
- c. Place all ammunition in a separate transportable locking storage container in the automobile trunk or secured truck bed.
- d. If a transportable locking storage container is not available, rifles may be transported in the trunk of one automobile and the ammunition must be transported in the trunk of a second automobile.
- e. Never mix rifles, ammunition, and passengers together in the same compartment.
- f. Verify and comply with all local and federal laws and ordinances for transporting firearms/ammunition.

AWARDS AND DEVICES

Marksmanship Ribbon and Devices



Gold Frame	Authorized/Sanctioned National Event
Gold Palm	Authorized/Sanctioned Division Event
Silver Palm	Authorized/Sanctioned Regiment Event
Bronze Palm	Authorized/Sanctioned Battalion Event
Silver "M"	Unit Level Event

Competition Awards

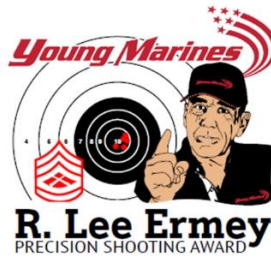
Unit/Battalion/Regiment Awards

Awards are highly encouraged for competitions and can range from certificates, plaques, medallions, patches, caps, t-shirts or trophies. Commands have the ability to charge fees consistent with costs to facilitate a competition and present suitable awards and recognition to competitors, instructors and support staff.

Division and National Level Awards

When a competition is coordinated and sanctioned by division consisting of individual or team representation from at least two-thirds of the units within a division the following award can be presented to the top ten percent of the individual or team competitors.

To honor R. Lee Ermey and his unwavering support of The Young Marines Youth Organization. A Young Marine or Young Marine Team who competes in a sanctioned division or national shooting competition and has a score in the top 10 percent in a respective competition category will earn the R. Lee Ermey Precision Shooting Award, consisting of a medallion, patch and sticker.



National Level Award

When a competition is coordinated and sanctioned by Headquarters Young Marines and consists of individuals or team representation from at least four of the six Young Marine Division the following award can be presented to the top three overall competitors/teams during the competition.

The 12th Sergeant Major of the Marine Corps Gene Overstreet Shooting Sports Program Trophy to include the R. Lee Ermey Precision Shooting Award medallion, patch and sticker.



REFERENCES

National Rifle Association <https://www.nrainstructors.org/search.aspx>

Email: nrainstructors@nrahq.org

Civilian Marksmanship Program <http://thecmp.org/training-tech/> call (419) 635-2141 or email: info@thecmp.org

Scholastic Sports Shooting Foundation (SSSF/SASP) <https://sssfonline.org/about-sssf/>

Call 210-448-8946 or Email: rleach@sssfonline.com

PROJECT CHILDSAFE <https://www.projectchildsafe.org/>

A program of the National Shooting Sports Foundation to promote firearms safety and education through the distribution of safety education messages and free firearm safety kits to communities across the U.S.



OPERATIONAL RISK MANAGEMENT WORKSHEET

+ Young Marine National Headquarters

Mission/Task:	DTG Begin: DTG End:	Date Prepared: Prepared By: Position:					
Phase of Mission or Task:							
Step 1: Identify Hazards	Step 2: Assess Hazards (Initial RAC)	Step 3: Develop Controls	Step 3B: Residual Risk (Residual RAC)	Step 4: How to Implement	Step 5: Supervise	Step 5B: Evaluate	





Overall Risk Level After Control(s) Implemented: (Circle One) LOW MODERATE HIGH EXTREMELY HIGH	Accept Risks: YES NO Comm w/Higher: YES NO	Risk Decision Authority: Sign/ Last Name/Position
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STEP 1: IDENTIFY HAZARDS

- (A) Conduct an Operational Analysis.
 - List major steps/phases of the operation.
- (B) Conduct a Preliminary Hazard Analysis.
 - List the hazard(s) associated with the step/phase.
 - List the possible cause(s) of the hazard(s).

STEP 2: ASSESS HAZARDS

- (A) Determine the degree of risk for each hazard in terms of severity and probability. Use of a matrix provides a consistent framework for the evaluation and shows the relative perceived risk between hazards and prioritizes which hazard to control first.

HAZARD SEVERITY	MISHAP PROBABILITY				
	LIKELY	PROBABLE	SELDOM/ MAYBE	UNLIKELY	
	A	B	C	D	
CRITICAL	I	1	2	3	
SERIOUS	II	1	2	3	4
MODERATE	III	2	3	4	5
MINOR	IV	3	4	5	5

HAZARD SEVERITY

- Critical: May cause death, loss of facility/asset, or grave damage to national interests.
- Serious: May cause severe injury, illness, property damage, or damage to national or service interests.
- Moderate: May cause minor injury, illness, property damage, or damage to national, service, or command interests.
- Minor: Minimal threat.

MISHAP PROBABILITY

- Likely: Likely to occur immediately or in short period of time. Expected to occur several times to an individual item or person, or continuously to a group.
- Probable: Probably will occur in time. Reasonably expected to occur sometime to an individual item, or person, or continuously to a group.
- Maybe: May occur in time. Reasonably expected to occur sometime to an individual item or person, or several times to a group.
- Unlikely: Unlikely to occur.

STEP 3: DEVELOP CONTROL/S/RESIDUAL RISK: Develop controls for each hazard to eliminate the hazard or reduce the risk until the BENEFIT is greater than the risk. Determine residual risk (assess each hazard's risk again from STEP 2 with controls in place to determine residual risk). Communicate with higher authority if risk is greater than the benefit, the risk exceeds the commander's stated intent, or help is needed to implement controls.





STEP 4: HOW TO IMPLEMENT: Incorporate selected controls into SOPs, LOIs, Orders, Briefs, Training, and Rehearsals. Communicate selected controls to the lowest level (who will do what by when).

STEP 5: SUPERVISE/EVALUATE: Enforce standards and controls (ensure personnel are performing tasks to standard. Ensure controls are in place and having the desired effect). Remain alert for changes and unexpected developments that require time critical or deliberate ORM. Take corrective action when necessary. Solicit for feedback on improvement of event.

**PARENT/GUARDIAN PERMISSION FORM TO PARTICIPATE
ON THE AIR PISTOL/RIFLE OR SMALL BORE PISTOL RIFLE TEAMS**

I _____ hereby grant permission for my
Name of Parent or Guardian (Please Print)

Son/daughter _____ to participate as a
Name of Young Marine (Please Print)

member of the _____ Young Marines in classroom and practical skills
Unit Name (Please Print)

training and competitions with Air Pistol/Rifle or Small bore Pistol Rifle Team. I understand that membership on this team is contingent upon successful completion of required marksmanship classes provided by the unit and qualification acceptance onto the team by the team coach.

I further understand that my son/daughter may be removed from said team for violations of the team rules or for any violations of the Young Marines rules and regulations.

Parent/Guardian (Signature)

Date

UNIT COMMANDER ONLY

I have reviewed this Young Marine's record and (check one):

Approve

Disapprove of this Young Marine's participation, because of the following:

UNIT COMMANDER'S Endorsement (Signature)

Date

YOUNG MARINE AGREEMENT AND WAIVER



YOUNG MARINES NATIONAL
HEADQUARTERS 17739 Main Street, Suite 250
Dumfries, VA 22026-3256
Telephone: 800-717-0060 Fax: 202-889-0502
Email: alvin.hendricks@youngmarines.com
Website: www.youngmarines.com

Hold Harmless Agreement (Please read fill-in the blanks, and sign in the appropriate space.)

1. In consideration of permitting: _____
(Print Applicant's Name)
to participate in any Young Marines activity, understand the program will involve rigorous physical, recreational and outdoor activities. The undersigned voluntarily releases, discharges and relinquishes any claim, actions or causes of action for personal injury, property damage or wrongful death that may arise in connection with the above-described activity may continue.
2. The undersigned, for himself or herself and for his or her heirs, administrators or executors releases, waives and discharges any action which may hereafter arise and agrees that he or she or his or her heirs, executors or administrators will not make any claim for personal injury or property damage against the Young Marines, Marine Corps League, the U.S. Marine Corps, Department of the Navy, Department of Defense and/or any participating Military/National Guard Base, Station, Installation, Training Center, or Federal, State agency or against any officers, employee or administrator or the same or any agents hired or volunteer acting on behalf or for the Young Marines, Inc.
3. The undersigned agrees to hold harmless and to indemnify the Young Marines, Marine Corps League, U.S. Marine Corps, Department of the Navy, Department of Defense and National Guard and to defend any claims or actions against the same, or any of its officers, employees or administrators which may arise out of the above described activities.
4. The undersigned agrees that he or she read this release, understands its contents and has signed it voluntarily. The undersigned further represents that he or she has not relied on any promise or representations by any of the persons or entities being released.

Parent or Guardian Signature

Date

Youth Applicant Signature

Date