

# Use of Firearms: Safety Plans



## Introduction

Using any firearm poses a risk of serious harm to Auckland Airport workers and members of the public and is considered a high-risk activity which can result in serious and/or long-term injuries or fatalities. Significant risks exist for persons working with firearms and others in the vicinity. Every use of firearms on Auckland Airport-owned land is subject to strict controls, including a requirement to hold a valid Permit to Work for the specific shooting activity, date, time, and firearm/s to be used.

For information and advice, contact the Auckland Airport Senior Permit to Work Advisor on 027 579 6142 or email [Permit.Office@aucklandairport.co.nz](mailto:Permit.Office@aucklandairport.co.nz).

## Scope

This document applies to all occupants of Auckland Airport land including but not limited to tenants, licensees and leaseholders.

This document does **not** apply to the Company's own employees or direct contractors whose work activity necessitates the use of firearms.

For more details on using firearms on Auckland Airport-owned land please refer to relevant legislation, regulations, guidance and components of Auckland Airport's SMS, specifically:

- AIAL Authorised Use of Firearms by Tenants, Licensees and Leaseholders Policy;
- Permit to Work Manual SMS 06.02.04

## 1. Safe system of work

When applying for a Permit to Work to undertake activity involving firearms on Auckland Airport-owned land, the applicant must provide a Safety Plan for the shooting event which includes at minimum the following information:

### 1.1 Nature of shooting activity and type of firearm/s to be used

The applicant must state specifically:

- what type/s of firearm will be used (eg, shotgun and gauge, rifle and calibre, air rifle and power/velocity, etc), as the risk level changes with the type of firearm used; and
- what specific activity the firearm/s is/are required to be used for; and
- exactly where the shooting activity is planned to occur.

### 1.2 Protect people in the vicinity

Safety procedures must be developed that set out the intended methods for ensuring that users of firearms do not accidentally shoot other people in the vicinity. If practical, others should be totally excluded from the area(s) in which the shooting activity is planned to occur. If this is not possible, then a system should be set up which ensures that a safe separation distance between shooters and others is maintained at all times.

For example, for a shooting operation with a 7-gauge shotgun, a minimum of 100 metres separation distance between shooters and other people should be maintained at all times while shooting is being carried out. A .22 calibre rifle will require much greater separation distances, if not a large zone of total exclusion. Air-powered rifles may (or may not) require a different degree of separation. The safety procedures must be set out in writing and be brought to the attention of all people who are likely to be in the area at the time.

### 1.3 Use warning signs

Temporary signs must be put in place at entry points to the area that is subject to the use of firearms which warn that shooting is being carried out. These signs must also advise people to keep out of the area, and the specific days and times that shooting is planned to be carried out. The signs must be placed prior to the shooting being carried out and removed when shooting is finished. It may also be desirable, where shooters are operating in the same area as the public are likely to be present, to place coloured cones and warning tape across any entry point to the shooting area.

### 1.4 Timetable the shooting

Timetable precisely the dates and times when shooting will be carried out and advise all staff and relevant others (eg, occupiers of neighbouring land/buildings, etc) of these times. It will be appropriate to put this information in writing, and advertise it on staff/club notice boards, etc. Shooting must then only be carried out during those notified times.

### 1.5 Register all participants at the start and end of the shooting activity

The organiser (the person named on the Permit to Work) should maintain a register of all people involved in the shooting activity in any capacity (including spotters, safety wardens, etc). Everyone involved in the activity should participate in a safety briefing before the activity starts, and sign a register confirming they were present, participated in the safety briefing and understand the key elements of the Safety Plan for the activity.

At the end of the shooting activity, a de-brief should be held with all participants, and they should sign the register to confirm they have returned safely and end of shooting activity procedures assigned to each individual (eg, removal of warning signs, firearms and ammunition accounted for and made safe, etc) have been properly completed.

### 1.6 Wear/ provide personal protective equipment (PPE)

Some firearms (eg, shotguns) generate high peak levels of noise which is a significant hazard to hearing and can cause lifelong hearing loss. Auckland Airport advises all shooters to wear/provide hearing protection of at least Grade 3 earmuffs, for the shooter/s themselves and all other people who will be within 10 metres of the shooter. The wearing of protective eyewear, footwear and high visibility clothing is also strongly recommended.

### 1.7 Store firearms and ammunition securely

Ensure that firearms are safely and securely stored (unloaded) in vehicles when not in the hands of shooters, in accordance with the requirements of the Arms Act 1983, and also ensure that bulk supplies of ammunition are safely and securely stored. It is essential that children do not have access to firearms and ammunition storage areas.

### 1.8 Respond in an emergency

The Safety Plan must describe the emergency procedures which will be followed if any person is harmed while a firearm is in use. This must include procedures for undertaking a search for a shooter who does not report back at the end of their shooting activity.

**In any emergency call 111** and the Auckland Airport Incident Control Room on 09 256 8777.