



# **South African Institute of Range Officers and Instructors Criteria and Requirements for Certification, Promotion and Maintenance**

## **1. General**

- 1.1. Must be at least 18 years of age at time of registration.
- 1.2. Must be a member in good standing with the South African Practical Shooting Association.
- 1.3. References to 'discipline-specific' will include all the IPSC-recognised disciplines, including Stats.
- 1.4. All requirements are discipline-specific.
- 1.5. Practical evaluations as determined by the S.A.I.R.O & I Management Committee, will be conducted at Level II or higher matches in the specific discipline, as follows:
  - 1.5.1. Practical evaluations for Provincial rank will be conducted either by a national officer or a Provincial Evaluation committee, as delegated by the S.A.I.R.O & I Board member
    - 1.5.1.1. A provincial Evaluation committee must comprise at least one Provincial official plus one other member
  - 1.5.2. Practical evaluations for National rank will be conducted by a National Chief Officer or higher rank, as delegated by the S.A.I.R.O & I Management Committee.
- 1.6. Practical assessments as determined by the S.A.I.R.O & I Management Committee, will be conducted at Level III or higher matches, by:
  - 1.6.1. The Range Master / Stats Director (as the case may be) for that match, or their delegate; and
  - 1.6.2. At least one competitor ranked in the top 10 on the national logs and competing at the match and as delegated by the S.A.I.R.O & I Management Committee.
- 1.7. Applications will be submitted as per the specific requirements.
- 1.8. Points' cards must be submitted annually by the S.A.I.R.O & I Board member, no later than the end of January of the following year.
- 1.9. On initial certification as a S.A.I.R.O & I member, the incumbent will receive two official S.A.I.R.O & I shirts and 'patches' reflecting the rank attained, one official S.A.I.R.O & I cap and a certificate reflecting the rank and discipline/s attained.
- 1.10. On promotion, the incumbent will receive two 'patches', reflecting the new rank, plus an updated certificate.
- 1.11. All certificates will be valid for a period of 3 years from date of issue.



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### **2. Trainee Range Officer or Stats Officer**

- 2.1. Duties and Terms of Reference
  - 2.1.1. Referred to as a TRO or TSO
  - 2.1.2. TRO gains knowledge and experience of the IPSC competition rules
  - 2.1.3. TSO gains knowledge and experience of the IPSC scoring system.
- 2.2. Must complete the required Trainee registration form.
- 2.3. Registration must be submitted by the S.A.I.R.O & I Board member prior to start of accumulation of points.
- 2.4. Points must be submitted annually by the S.A.I.R.O & I Board Member.
- 2.5. Registration is valid for 3 years.

### **3. Initial Certification**

- 3.1. Must be registered as a Trainee.
- 3.2. Must pass a written exam as set by the S.A.I.R.O & I Management Committee and administered by the S.A.I.R.O & I Board member.
- 3.3. Must pass the practical evaluation as set by the S.A.I.R.O & I Management Committee, in the specific discipline, in accordance with the rank requirements.
- 3.4. Both the written exam and practical evaluation will require a 75% pass mark.

### **4. Multi-discipline Certification**

- 4.1. Must be currently certified in at least one discipline.
- 4.2. Must accumulate 6 match points in the additional discipline, the level of which will be dependent on the certification rank.
- 4.3. Must pass a practical evaluation in the additional discipline, in accordance with the rank requirements.
  - 4.3.1. The practical evaluation may be conducted at one of the matches at which the additional points are being accumulated.
- 4.4. Must have successfully completed the current Level I seminar unless the additional discipline is Stats.

### **5. Recording of points**

- 5.1. Points accumulated will be discipline-specific and recorded as such.
- 5.2. Points for a tournament will be separately recorded as Handgun, Rifle, Shotgun and/or Stats, depending on which specific discipline/s were worked.
- 5.3. Points will not be recorded for non-IPSC matches such as Bianchi, Steel Challenge, Multi-gun, 3-Gun SA etc, even if reflected on the shooting calendar.
- 5.4. Points for the previous 6 years will be recorded separately by match level and discipline.
- 5.5. Points accrued prior to that will be accumulated as Legacy points by match level and discipline.



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### 6. Annual Maintenance

- 6.1. Must earn a minimum of 6 match points in a specific discipline, the level of which will be dependent on the rank of the official.
  - 6.1.1. **Provincial Officer**
    - 6.1.1.1. At least 2 of the annual maintenance points must be at Level II or higher matches.
  - 6.1.2. **National Officer**
    - 6.1.2.1. At least 3 of the annual maintenance points must be at Level III or higher matches.
  - 6.1.3. In the case where a member is certified in multiple disciplines, attendance as a match official at an additional level II or higher match is required per additional discipline, at the applicable match level.
- 6.2. If no points are recorded for a calendar year, that member will be listed as **Not Current**.

### 7. Re-certification

- 7.1. Any member not attaining the required points for the calendar year may re-certify for the following year by attaining 6 **supervised** points at the applicable match levels.
  - 7.1.1. In the case where a member is certified in multiple disciplines and has not attained the required points per additional discipline, the member may re-certify for the following year by attending an additional Level II or higher match as a match official (under **supervision**) per additional discipline, at the applicable match levels.
- 7.2. Any member listed as **Not Current** may appeal to the S.A.I.R.O & I Management committee in writing, requesting to continue current membership by gaining the minimum **supervised** maintenance points in the year following the year of non-compliance.
- 7.3. Points for the previous year will not be recorded retro-actively.

### 8. Termination of Membership

- 8.1. Trainees who have not accumulated sufficient points for promotion within 3 years of registration will be removed from the database and all information, including accumulated points and IROA seminar attendance, negated.
- 8.2. **Not Current** members who fail to accumulate the required match points for a second consecutive year will be recorded as **Inactive** for one additional year, after which the member's membership will lapse and the member will automatically be removed from the database and all information, including accumulated points and IROA seminar attendance, negated.
- 8.3. Any person whose membership has lapsed will not automatically be re-instated, nor will that person's previous rank be automatic.



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- 8.4. When applying for re-instatement at the rank of Chief Range Officer or Range Master, the applicant must provide proof of having successfully completed the current Level I seminar.
- 8.5. Re-instatement is subject to a majority vote in favour, by the S.A.I.R.O & I Management committee.

### **9. Promotion**

#### **9.1. Provincial Range or Stats Officer**

- 9.1.1. Duties and Terms of Reference
  - 9.1.1.1. Referred to as a PRO or PSO
  - 9.1.1.2. PRO closely monitors safe competitor action, ensures the application of the rules and issues range commands at Level I or higher matches
  - 9.1.1.3. PSO collects, sorts, verifies, tabulates and retains all score sheets and ultimately produces provisional and final results, at Level I or higher matches.
- 9.1.2. Must meet all the requirements for Initial or Multi-discipline Certification (as the case may be).
- 9.1.3. Must accumulate a minimum of 16 match points, of which at least 8 must be at Level II or higher matches.
- 9.1.4. Points must be accumulated within 3 years of registration as a Trainee.
- 9.1.5. A Promotion Request form must be completed and submitted by the S.A.I.R.O & I Board member.

#### **9.2. National Range or Stats Officer**

- 9.2.1. Duties and Terms of Reference
  - 9.2.1.1. Referred to as a NRO or NSO
  - 9.2.1.2. NRO closely monitors safe competitor action, ensures the application of the rules and issues range commands at Level II or higher matches
  - 9.2.1.3. NSO collects, sorts, verifies, tabulates and retains all score sheets and ultimately produces provisional and final results, at Level II or higher matches.
- 9.2.2. Must accumulate a minimum of 16 match points at Level II or higher matches, of which at least 3 must be at Level III or higher matches.
- 9.2.3. Must meet all the requirements for Initial Certification if not already certified as a **Provincial** Officer or certified in another discipline.
- 9.2.4. A Promotion Request form must be completed and submitted by the S.A.I.R.O & I Board member.
- 9.2.5. The request must be endorsed by the Provincial Association.



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### **9.3. National Chief Range or Stats Officer**

- 9.3.1. Duties and Terms of Reference
  - 9.3.1.1. Referred to as a CRO or CSO
  - 9.3.1.2. CRO is the primary authority over all persons and activities in the courses of fire under his control, and oversees the fair, correct and consistent application of the IPSC Competition Rules (under the direct authority of the Range Master), at Level III or higher matches
  - 9.3.1.3. CSO supervises the verification and tabulation of all score sheets, as well as the production of provisional and final results, at Level III or higher matches (under the direct authority of the Stats Director if applicable).
- 9.3.2. Must be a current certified national Range Officer in the specific discipline or Stats Officer (as the case may be).
- 9.3.3. Must have accumulated a minimum of 18 match points at Level III or higher matches.
- 9.3.4. Points must be accumulated within 4 years of registration as a national Range or Stats Officer.
- 9.3.5. Additional requirements for National Chief Range Officer
  - 9.3.5.1. Points must include at least one Level III or higher match worked as a Chronograph officer, as applicable to the specific discipline
  - 9.3.5.2. Must have successfully completed a Level I seminar within the 4-year period.
- 9.3.6. A Promotion Request form must be completed and submitted by the candidate.
- 9.3.7. Must be endorsed by the S.A.I.R.O & I Board member and the Provincial Association.
- 9.3.8. Following receipt of the correctly completed and supported promotion form, if the minimum criteria set out above are met, a minimum of two practical assessments will be initiated by the S.A.I.R.O & I Management Committee.
- 9.3.9. The S.A.I.R.O & I Management Committee will then consider the application for promotion together with the assessments and will, by majority vote, decide to either reject or accept the application.
- 9.3.10. All applications will be reviewed by the S.A.I.R.O & I Management Committee on a biannual basis in February and August.
- 9.3.11. If the application is rejected, the applicant will be notified accordingly and the minimum period before re-application stipulated.



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### **9.4. National Range Master or Stats Director**

- 9.4.1. Duties and Terms of Reference
  - 9.4.1.1. Referred to as a RM or SD
  - 9.4.1.2. RM has overall authority over all persons and activities within the entire range, including range safety, the operation of all courses of fire and the application of IPSC Competition Rules.
  - 9.4.1.3. SD has overall authority over all stats personnel and activities within the Stats office and relating to all stats functions.
- 9.4.2. Must be a current certified national Chief Range Officer in the specific discipline or Stats Officer (as the case may be).
- 9.4.3. Must have accumulated a minimum of 38 match points at Level III or higher matches.
- 9.4.4. A minimum of 4 points must be accumulated at Level IV or higher matches.
- 9.4.5. A minimum of 6 points must be accumulated performing duty as Range Master / Assistant Range Master or Stats Director (as the case may be), at Level III or higher matches.
- 9.4.6. Points must be accumulated within 6 years of registration as a national Chief Range or Stats Officer (as the case may be).
- 9.4.7. Additional Requirements for National Range Master
  - 9.4.7.1. Must successfully complete a Level II seminar within the 6-year period.
- 9.4.8. A Promotion Request form must be completed and submitted by the candidate.
- 9.4.9. Must be endorsed by the S.A.I.R.O & I Board member and the Provincial Association.
- 9.4.10. Following receipt of the correctly completed and supported promotion form, if the minimum criteria set out above are met, the applicant's name will be circulated to all certified national Chief Range Officers and Range Masters, or national Chief Stats Officers and Stats Directors (as the case may be), for comment.
- 9.4.11. The S.A.I.R.O & I Management Committee will then consider the application for promotion together with any comment(s) received and will, by majority vote, decide to either reject or accept the application.
- 9.4.12. All applications will be reviewed by the S.A.I.R.O & I Management Committee on a biannual basis in February and August.
- 9.4.13. If the application is rejected, the applicant will be notified accordingly and the minimum period before re-application stipulated.



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### **10. Transition**

#### **10.1. Trainees**

- 10.1.1. All members currently registered as trainees will be required to complete a registration form and return to S.A.I.R.O & I within 3 months.
- 10.1.2. Only points currently registered on the database for 2011, 2012 and 2013 will accrue.

#### **10.2. Action Air and Mini Rifle**

- 10.2.1. Until such time as there are certified National Range Officers in Action Air and/or Mini Rifle, the practical evaluation will be conducted by the S.A.I.R.O & I Management Committee or their delegate.

#### **10.3. Rifle**

- 10.3.1. As a 'once-off', the most experienced IROA Rifle Range Officer will automatically be given the rank of Rifle Range Master, to ensure the promotion requirements regarding practical evaluations can be met.
- 10.3.2. Until such time as there are Chief Range Officers certified for Rifle, the practical evaluations will be carried out by the Range Master appointed as above.

#### **10.4. Shotgun**

- 10.4.1. As a 'once-off', the most experienced IROA Shotgun Range Officer will automatically be given the rank of Shotgun Range Master, to ensure the promotion requirements regarding practical evaluations can be met.
- 10.4.2. Until such time as there are Chief Range Officers certified for Shotgun, the practical evaluations will be carried out by the Range Master appointed as above.

#### **10.5. Stats**

- 10.5.1. As a 'once-off', the most experienced IROA Stats Officer will automatically be given the rank of Stats Director, to ensure the promotion requirements regarding practical evaluations can be met.
- 10.5.2. Until such time as there are certified Chief Stats Officers, the practical evaluations will be carried out by the Stats Director appointed as above.