

**ONTARIO ARCHERY ASSOCIATION  
RANGE SAFETY OFFICER  
Open Book Test**

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**Range Safety Officer Candidate's**

First name: \_\_\_\_\_ Last name: \_\_\_\_\_

O.A.A. Membership/Club No.: \_\_\_\_\_ (won't be marked without a Membership or Club No.)

Club Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone No.: \_\_\_\_\_

E-mail: \_\_\_\_\_

Date: \_\_\_\_\_ (dd-mmm-yy)

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When you have finished your test, either mail your test to:

**OAA  
13 Veterans Way  
Huntsville ON P1H 1P3**

Or e-mail to: [judging@oaa-archery.on.ca](mailto:judging@oaa-archery.on.ca)

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(NOTE: This is a modified version of the Archery Canada Safety Officer Exam ver. 2008. Please use the **FEDERATION CANADIAN ARCHERS SAFETY REGULATIONS** document for answering the questions.)

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This test is in a PDF format.

It can be filled in electronically using Adobe Acrobat Reader (free download).

Or you can print the document: fill in all the information above and answer the questions by putting an X with pencil or pen the boxes beside the correct answer(s).

**There may be multiple correct answers for some questions.**

When you are finished either mail you test to the address above or scan the document and email the file to the email address above.

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**This test is to be done on an individual basis, not as a group, nor are answers to be shared between individuals.**

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**Example:**

Question:

1. When a club sets up a 3D barriers must be:

- at least 2.01m tall
  - at least 0.3m wide
  - at least 10.6m tall
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**Part 1: FACILITY STANDARDS**

- 1. For target installations, when the public has access to the range, the safety barriers must be:**
  - At least 20 meters away from the ends of the target line set at 90 meters.
  - 13 meters from the target line when the targets are moved forward to 30 meters.
- 2. Warning tape should be placed:**
  - 1m from the ground.
  - At least 10m behind the furthest target.
  - At least 10m on each side of the shooting area where it is adjacent to a thoroughfare.
  - Indicating «Danger, archery zone, No traffic allowed.
- 3. Behind the shooting line, there must be a safety zone of at least**
  - 1m
  - 3m
  - 5m
- 4. If a shooting lane runs parallel to a thoroughfare:**
  - The empty shooting lane must be at least 10m for every 10m of distance difference between the shooting line and the line of targets.
  - The empty shooting lane must be at least 20m for every 10m of distance difference between the shooting line and the line of targets.
  - The empty shooting lane must be at least 25m for every 15m of distance difference between the shooting line and the line of targets.
  - The empty shooting lane must be at least 20m for every 20m of distance difference between the shooting line and the line of targets.
- 5. For 3D and field installations, there should be a safety zone behind each target of:**
  - 25m
  - 15m
  - 10m
  - 5m
- 6. For 3D and field installations, there should be a safety zone on each side of the shooting lanes of:**
  - 25m
  - 15m
  - 10m
  - 5m
- 7. In 3D, if moving targets are used, a backstop material must:**
  - Cover all possible deflection surfaces.
  - Be constructed no less than 2.5m tall.
  - Be constructed no less than 1.5m tall.
  - Be constructed no less than 5m tall.

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**8. 3D paths must:**

- Cross another path or shooting lane.
- Cross another path or shooting lane only if well marked with Danger tape.
- Never cross another path or shooting lane.

**9. For indoor target, doors or windows situated in front of or beside the shooting line must be:**

- Bolted at all times.
- Closed and well marked with Danger tape.
- Watched by the safety officer in case spectators venture near.
- Bolted when people are shooting, but not when archers take a break.

**10. The backstop must be at least how far from the wall:**

- 3m
- 2m
- 1m

**11. The indoor safety zone behind shooting line is:**

- 3m
- 2m
- 1m

**12. For any type of indoor shooting, the height of the shooting area must be at least:**

- 3m when shooting up to 35m.
- 4m when shooting between 40 and 45m.
- 5m when shooting between 50 and 55m.
- 6m when shooting 60m and more.
- All of the above.

**13. For indoor 3D, if the shooting positions are not in line, the minimum lateral distance between the 2 shooting posts must be:**

- 3m
- 2m
- 4m

**14. For indoor 3D, outdoor 3D and field events, when using a raised shooting position:**

- Access to the platform must be stable.
- The platform or shooting position must be stable.
- It must have a guard rail of at least 1.06m in height.

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**15. For outdoor target archery, a backstop must be high enough to stop arrows which have just missed the top of the butts at:**

- 70m
- 90m
- 100m
- 150m

**16. For a practice range, a club should have butts that:**

- Prevent rebounds.
- Stop the arrow without damaging it.
- Allow easy retrieval of the arrows.
- Sit on stands which are dug securely into the ground.
- All of the above.

**17. For an outdoor practice range, a club should have:**

- Distance markers at the ends of each shooting line.
- Distance markers at one end of each shooting line.
- Distance markers at the ends of each distance shot on the range.
- Distance markers at the one end of each distance shot on the range.

**18. For a target tournament, a club should use the following to tell people when to shoot:**

- Yellow and red flags.
- Red, yellow and green lights.
- A buzzer system.
- Any of the above as long as the system is explained to all of the archers before the event begins.

**19. In case of any emergency in practice or during a tournament, a club should post:**

- The telephone number of the ambulance service nearest the facility.
- The telephone number of the hospital nearest the facility.
- The telephone number of the police station nearest the facility.
- Whether or not the area is serviced by 9-1-1.
- Location of the first aid kit.

**20. When should a club have its facilities inspected by a judge or provincial association in order to make sure that the installation is safe?**

- Before holding any event.
- When the club starts operation.
- Before the facility is used by club members.
- Before the facility is used for provincial events.
- Before anyone uses the facilities.

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**21. When should a club have its facilities re-inspected by a judge or provincial association in order to make sure that the installation is safe?**

- Before holding any event.
- When the installation has been modified.
- Before the facility is used by club members.
- Before the facility is used for provincial events.
- Before anyone uses the facilities.

**22. Where should the club notice regarding personal liability be posted?**

- In the club's policy manual.
- In the club house.
- Wherever archers practice or compete on the property.

**Part 2: PARTICIPATION STANDARDS**

**23. A new archer to your club should become a member of:**

- Your club.
- The provincial archery association (PSO).
- Federation of Canadian Archers.
- All of the Above.

**24. In order to compete at any national archery championship in Canada, the new archer needs to be a member of:**

- Your club.
- The provincial archery association (PSO).
- Federation of Canadian Archers.
- All of the Above.

**25. When running a club-level practice or training session your club should use coaches/instructors at the:**

- Introduction to Competition level.
- Instructor Beginner level.
- Instructor Intermediate level.
- All of the Above.

**26. When instructing beginner archers, your club should use the following archers-to-instructor ratio:**

- 5:1
- 10:1
- 15:1
- All of the Above

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**27. For indoor practice, your club should use the following set up when youth and adults are shooting at different distances:**

- The shooting line should be placed at the different required distances.
- Target butts should be placed at the different required distances.
- Either way, it does not affect personal safety if you use a whistle system.

**28. If diagonal shooting lanes are used indoors:**

- No diagonal shooting is allowed at the same time as shooting is occurring perpendicular to the shooting line.
- Diagonal shooting is allowed at the same time as shooting is occurring perpendicular to the shooting line if everyone takes turns.
- Is permitted only under competent club official, judge or safety officer supervision.
- If the angle of shooting is not be less than 60 degrees relative to the shooting line.

**29. If new archers come to your club, the range safety officer should verify that:**

- The archers are wearing armguards.
- The arrows they are using are not cracked.
- The arrows they are using are the correct length for their individual draw length.
- All of the above.

**30. For target competitions, which of the following DOES NOT apply?**

- When retrieving arrows at the butt, only one archer at a time should remove arrows from the buttress.
- An auditory system should be used for line control.
- Light signals should be operated from behind the shooting line.
- The director of shooting stand should be located 1m in front of the shooting line.

**31. For target competitions, which of the following DOES apply?**

- A yellow light placed on each side of the shooting area, at ground level, 25m in front of the shooting line outdoors; 10m in front of the line indoors.
- Two whistle blasts calls the archers to approach the shooting line.
- A red flag can be used as a visual signal.
- There must be a safety zone of at least 1m behind the shooting line.

**32. For field and 3D competitions,**

- Practice areas should have one shooting line with the targets positioned at the various distances.
- There must be a safety zone of at least 3 m behind the shooting line.
- In forested areas or similar terrain, the shooting groups need to follow the designated walking paths.
- Archers can draw their bows in any direction as long as they are on the shooting line or standing at a shooting post.

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**Part 2: Section 4: PERSONAL SAFETY**

**33. If there is open practice:**

- People just wait for the last person to finish shooting and then walk to collect the arrows.
- One person should be in charge of controlling the shooting line.
- Everyone should agree on the signal to collect arrows.
- Everyone should agree on the signal to start shooting.

**34. If there is an accident or injury during practice or training at the club, the victim should file an incident report and send it to the club secretary:**

- 48 hours after the incident occurred.
- 36 hours after the incident occurred.
- 24 hours after the incident occurred.
- Immediately.

**35. If there is an accident or injury during an organised event or clinic sanctioned by the provincial archery association, the person in charge must file an incident report to the provincial archery association secretary:**

- 48 hours after the incident occurred.
- 36 hours after the incident occurred.
- 24 hours after the incident occurred.
- Immediately.

**Part 3: EMERGENCY ACTION PLAN**

**36. The Charge Person should:**

- Have specific training in the care of injuries.
- Clear the risk of further harm to the injured person by securing the area and shelter the injured person from the elements.
- Assess ABCs (checks that airway is clear, breathing is present, a pulse is present, and there is no major bleeding).
- Clear any traffic from the entrance/access road before ambulance arrives.
- All of the above.

**37. The Call Person should:**

- Have specific training in the care of injuries.
- Provide all necessary information to dispatch (e.g. facility location, nature of injury, what, if any, first aid has been done).
- Assess ABCs (checks that airway is clear, breathing is present, a pulse is present, and there is no major bleeding).
- Clear any traffic from the entrance/access road before ambulance arrives.
- All of the above.

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**Part 4: APPENDICES**

**38. The club should have a first-aid kit near shooting areas at all time which includes:**

- 25 sterile adhesive dressings (25 mm X 75 mm) wrapped separately.
- 25 compresses of sterile gaze (101.6 mm X 101.6 mm) wrapped separately.
- 4 rolls of sterile gaze bandage (50 mm X 9 m) wrapped separately.
- 4 rolls of sterile gaze bandage (101.6 mm X 9 m) wrapped separately.
- 6 triangular bandages.
- 4 sterile compress dressings (101.6 mm X 101.6 mm) wrapped separately.
- A roll of diachylon (25 mm X 9 m).

**39. Ethical archers always:**

- Avoid physical contact with an archer in the shooting position.
- Respect the signals for shooting and the stoppage of shooting.
- Wait behind the shooting line until all archers are finished shooting and the signal to collect is given.
- Handle another archer's equipment if it is in the way of others.
- Pull everyone's arrows out of the target.

**40. A judge should always:**

- Insure that locations, installations, equipment and services and safety standards are met.
- Insure that facilities standards meet requirements.
- Obtain or receive liability insurance coverage that protects against the commission of a fault during the execution of judge duties or functions.
- Handle another archer's equipment if it is in the way of others.
- Respect competition rules.

Thank you for your support of safe and fair participation in the sport of archery.