

RESPONSIBLE PERSONS' RESPONSIBILITIES



The Firearms Control Act 60 of 2000 is clear regarding the duties of a responsible person.

Although the Act only caters for a single responsible person for a Company, the following are the duties of that person and this should be upheld in each place where firearms and ammunition are located.

1. **CONTROL** – this means that every firearm is under the control of the Responsible Person and should be correctly stored, maintained, and serviceable. The same applies to the ammunition.
2. **SAFE CUSTODY** - this means that all firearms and ammunition should be correctly stored and documented according to the requirements of the Act.
3. **ISSUING** - this is the most critical aspect, in that neither firearms nor ammunition can be issued to anyone in an unserviceable condition. This requires that the Responsible Person must have some basic knowledge on what to check, before issuing any firearms or ammunition.

With the above in mind, the following describe the more important issues, particularly with regards to firearms, and in this case bolt action rifles.

NOTE to be able to do some of these checks, some basic equipment is required:

- A rifle rest – this will allow the rifle to be supported while tightening action screws

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- Screwdriver – must fit the action screws correctly. Do not use a Leatherman

RIFLE CHECKS

1. **THE BOLT MUST MATCH THE RIFLE.** This can be checked by removing the bolt, turning the extractor, and checking the etched or engraved number on the bolt against the serial number off the rifle. If they do not match, then the rifle must NOT be issued! This problem will cause case head separations on fired ammunition which are fortunately not dangerous to the shooter but destroy cases.
2. **ACTION SCREWS MUST BE PRESENT AND TIGHT.** A BRNO rifle has two action screws, and a CZ rifle has three action screws. All must be functional and tight. Tight means NO MOVEMENT AT ALL!
3. **SPACERS MUST BE PRESENT AROUND THE TWO ACTION SCREWS AT THE TRIGGER GUARD.** This can only be checked if the trigger guard is removed and should ONLY be done by a competent person or if the rifle has been subjected to heavy rain or mud. The rear action screw has a longer spacer than the front screw. If these are not present, then the action screws will be tightened against the wood of the stock and will start becoming loose.



4. BASIC TOP-TO-TOE CHECK OF A (BRNO or CZ) BOLT ACTION RIFLE (This is a simple check and does not require anyone to be a qualified gunsmith)

- a. Remove the bolt and check the serial number of the rifle against the number under the extractor
- b. Check the extractor claw for chips
- c. Is the muzzle crown damaged or chipped?
- d. Is the front sight present and unbroken?
- e. Is the rear sight present and tight?
- f. Unlatch the magazine catch
- g. Check the magazine spring
- h. Ensure magazine spring is attached correctly to both the follower and floor plate. (Relatch the floor plate when done)
- i. Are there any cracks on the stock near or around the pistol grip?
- j. Is the recoil pad present and undamaged?
- k. Look down the barrel and inspect for any obstructions or obvious marks or damage to rifling (look from the muzzle!)
- l. Place the rifle on a rack and check the actions screws are present and tight
- m. Replace the bolt, point in a safe direction, cock the action, and squeeze the trigger. Does the action work?
- n. Does the bolt work smoothly in the action?
- o. Has the rifle been cleaned and lubricated?
- p. Store rifle in safe or issue rifle
- q. This check should be done once rifles are cleaned and before storing in the safe
- r. Any issues must be written up on the attached Rifle Register

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AMMUNITION CHECKS

- a. Has the Ammunition Register been updated?
- b. Is the ammunition correct for the rifles issued?
- c. Are there are obvious defects on the ammunition? (Usually when ammunition is in boxes the primer is facing upwards and it can be clearly seen if the box contains fired or unfired cases).
- d. Loose bullets in cases are the more obvious problem. This is NOT dangerous and can be safely used for TRAINING ONLY!
- e. Write up the number of rounds issued.
- f. When ammunition is returned after a range session, all “problem rounds” should be inspected and kept aside.
 - i. Case head separations
 - ii. Rounds that do not cycle
 - iii. Bullets pushed into case
 - iv. Loose bullets
 - v. Damaged cases (not bent mouths or necks)
- g. All problem rounds must be returned to Head Office who should return them to reloader for inspection and reissue.
- h. All issued rounds should be cycled before shooting. Any resistance or stiffness while cycling, reject that round and report to the responsible person.

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Inspection Register

Rifle, Calibre and Serial
number:

Reg. 21(2)(s)(l)
Reg. 21(3)

	Date Inspected	Inspected by	Status (Unserviceable - comment required)	Signature	Comments	Signature
1						
2						
3						
4						
5						
6						
7						
8						

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Section
91(l)

Ammunition Stock Register

Calibre	Make	Bullet type	Supplier

	Date	Movement	IN	OUT	Balance
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					