

3M Club Trap & Skeet Club

COVID-19 Guidelines and Operational Procedures

April 16, 2021

The following 3M Club Trap & Skeet Club COVID-19 guidelines and operational procedures are to be followed by all club members and volunteer staff while participating in clay target events or volunteering at the 3M Range.

These COVID-19 guidelines and operational procedures will remain in effect until further notice.

A copy of the COVID-19 Guidelines and Operational Procedures is available on the 3M Club Trap & Skeet Website and it will be posted at the 3M Range.

DAYS AND HOURS OF OPERATION

The range will be open for registered club members on the following days:

Tuesdays: 1:00 pm to sunset
Wednesdays: 1:00 pm to sunset
Thursdays: 1:00 pm to sunset

Note: The range will also be open on Mondays (3:00 pm to sunset) only for the Cottage Grove and Hastings high school trap and skeet teams. See *COVID-19 Guidelines for the High School Trap and Skeet Teams*.

A maximum of 150 participants are to be allowed at the 3M Range at any given time during hours of operation.

MEMBERSHIP REGISTRATION AND COMPLIANCE

All participants will be registered members of the 3M Club Trap & Skeet Club and they will be required to agree to the club's *Covid-19 Guidelines and Operational Procedures* (GOP).

Registered members will be assigned a specific day to participate in clay target events to manage the number of participants at the 3M range on any given day.

- **All participants must comply with and follow the guidelines set forth by 3M and the Minnesota Department of Health and the 3M Club Trap & Skeet COVID-19 GOP policy.**
- The 3M Club Trap & Skeet Club Board of Directors and/or delegates will reinforce COVID-19 protocols at all levels during the season.
- Any COVID-19 GOP policy violation will be handled as if is a firearm safety violation.

- If a member or guest member observes a COVID-19 GOP violation, he or she is obligated to remind the offender to follow the COVID-19 GOP policy.
- If any member or guest refuses to comply to the COVID-19 GOP policy, the violation is to be reported to a 3M Club Trap & Skeet Board Member or their assigned delegate.

HEALTH ETIQUETTE

While at the 3M range all participants and volunteers must abide by the following health etiquette guidelines.

- **A mask or face covering is to be always worn, except while participating in a clay target event on an event field.**
- Hand sanitizer, sanitizer wipes and paper towels will be available at each event field.
- The club will enforce stay-at-home policies for all sick members.
- All participants are encouraged to report illness and/or COVID-19 exposure to ensure the safety of other participants.
- Participants cannot participate in an event if they or anyone in their family is ill, has a high temperature, has been in contact with someone who is ill, or has had an exposure to a positive COVID-19 case. If so, self-quarantine will be required following current Minnesota Department of Health guidelines.
- All participants need to follow, encourage, and enforce norms of health etiquette.
- Participants need to bring their own beverages and/or snacks.
- Alcoholic beverages are not allowed on the range grounds.
- Any safety concerns should be reported to a member of the 3M Club Trap & Skeet Board of Directors.

SOCIAL DISTANCING

While at the 3M range all participants and volunteers must abide by the following social distancing guidelines.

- **Everyone is required to maintain 6' social distancing.**
- Non-participating family members and guests are not allowed.
- If a family member or guest is present, they will need to remain in their vehicle.
- No cooking, grilling or group eating is allowed.
- All participants are required to bring their own portable chair for outdoor seating.
- Severe Weather Guidelines – Shelter in your vehicle.

HEALTH SCREENING PROCEDURES

- **Enforce “stay-at-home when sick” policies for members and volunteers.**
- Members or volunteers who become ill while at the 3M Range will be separated and expected to leave as soon as possible.
- Members and volunteers are required to report illness and/or exposure to ensure the safety of everyone.

- Members and volunteers cannot participate if they or anyone in their family is ill, has a high temperature, has been in contact with someone who is ill, or has had exposure to a positive COVID-19 case.

TRACKING OF PARTICIPANTS AND VOLUNTEERS

A daily record of participants and their event participation will be recorded and maintained. The record includes dates, the names of participants, a participant's clay target events and the name of club member volunteers and their assignments.

EVENT SIGN-IN AND EVENT ASSIGNMENTS

After arriving and parking participants will be directed to sign-in at either the Trap Field Events table or the Skeet/5-Stand Events table. The sign-in tables are located outdoors next to the main clubhouse.

Participants will sign-in for an event and have their round card punched or pay cash for the event. Shotgun shells will be available at each table for purchase.

Each participant will be assigned to a trap, skeet, or 5-stand event field and a corresponding squad number. All participants on a squad, which typically has five participants, are responsible to know their assigned event field and squad number. The last participant on a squad will be responsible for assuring the entire squad gets to the assigned on-deck area of their event field.

Face masks will be available at the sign-in tables.

After signing in for an event, participants will be directed to go to one of the following areas:

1. Their assigned event field.
2. The on-deck area of their assigned event field.
3. The secondary waiting area for their event.
4. The overflow waiting area or their vehicle.

CLAY TARGET EVENT LOCATIONS AND ENTRY

There are seven clay target event fields at the 3M Club Trap and Skeet Club range. These are four adjacent trap fields, two adjacent skeet fields and one standalone 5-stand field.

Each event field has an "on-deck waiting area" for participants. There are also three "secondary waiting areas" and one "overflow waiting area" available for participants waiting to participate in an event.

The location of the buildings, parking lot, event fields, event field partitions, on-deck areas, secondary waiting areas and the overflow waiting area are shown in the layout and flow diagram on Page 6.

There will be signs posted throughout the range that identify the events fields, the on-deck areas, and the secondary waiting areas and remind participants of the COVID-19 GOP policy.

If a secondary waiting area becomes too crowded for required social distancing, participants will be directed to go to either the overflow waiting area or their vehicle.

Participants signed in for a trap, skeet or 5-stand squad needs to know the event field and squad number for the squad. When their squad number is displayed on the assigned event field the last participant is responsible for getting the entire squad to the on-deck area of the event field.

When a trap, skeet or 5-stand event needs to be scored, a participant from the on-deck squad will score the field event.

PARTICIPATING IN TRAP, SKEET, AND 5-STAND EVENTS

A maximum of five participants can participate in a trap, skeet, and 5-Stand field event.

A maximum of five participants are allowed in the on-deck waiting area of each trap, skeet, and 5-Stand event field.

The large grassy area adjacent to the parking lot is designated as the secondary waiting area for trap event participants waiting to be called to the on-deck area of a trap event field.

The grassy area behind the on-deck waiting area of skeet field two is designated as the secondary waiting area for skeet event participants waiting to be called to the on-deck area of a skeet event field.

The grassy area behind the on-deck waiting area is designated as the secondary waiting area for 5-Stand event participants waiting to be called to the on-deck area.

The trap and skeet event fields will be cordoned off and segregated to prevent participants from entering the adjacent trap or skeet fields.

CLEANING AND DISINFECTING

- When needed, all surfaces and equipment will be sanitized at the end of each event.
- Each event will have sanitizer and paper towels on hand for equipment and surfaces.

CLAY TARGET MANAGEMENT

A maximum of four club member volunteers will be assigned to manage clay target inventory for all the clay target event fields at the beginning of each day.

Up to four club member volunteers will be assigned to manage clay target loading for the trap event fields during hours of operation.

Up to three club member volunteers will be assigned to manage clay target loading for the skeet and 5-Stand event fields during hours of operation.

FACILITIES MANAGEMENT

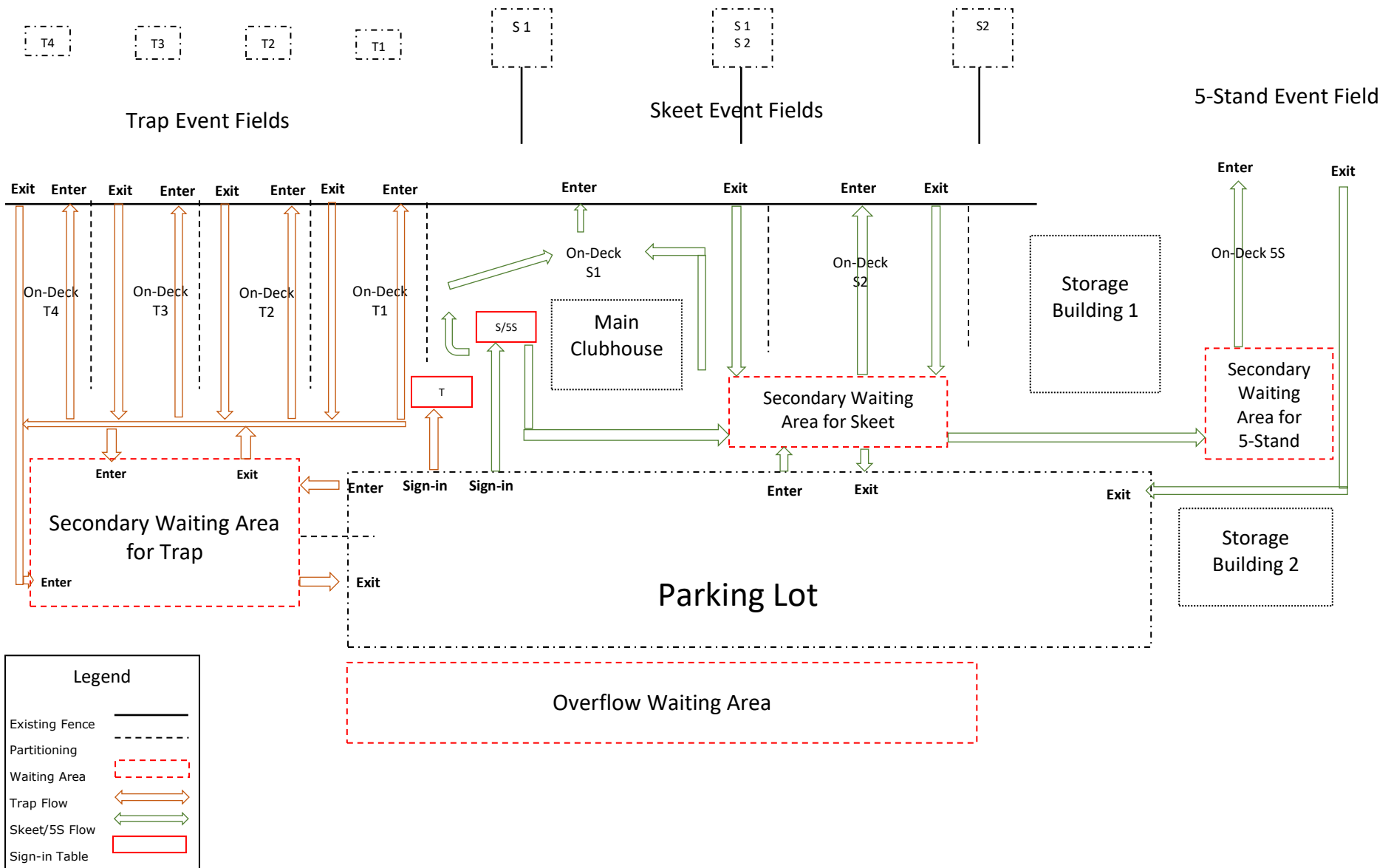
The main clubhouse is closed to all club members and guests. Only designated club members are allowed access to the main clubhouse for inventory management and maintenance purposes.

Storage Buildings 1 and 2 are closed to all club members and guests. Only designated club members are allowed access to the storage buildings to operate and maintain equipment and manage the clay target inventory.

Two Porta-Potty units will be on site and maintained while the main clubhouse remains closed.

This guidance document will be updated as new information becomes available.

3M Club Trap and Skeet Range – Layout and Participant Flow During COVID-19



Note: This layout diagram is not drawn to scale. The location of the structures, event fields, waiting areas and parking lot are for general reference only. The purpose of this diagram is to provide a general descriptive layout and participant flow while operation under 3M and Minnesota COVID-19 restrictions and guidelines.