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MATCH ADMINISTRATION RULES OF THE INTERNATIONAL DEFENSIVE PISTOL ASSOCIATION, INC.

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The following rule book supplement pertains to the administration of IDPA matches and is intended for the member who wishes to become a Safety Officer, Match Director, or Area Coordinator.

M-1 CLUBS

M-1.1 An IDPA affiliated club is a group of shooters that get together to put on IDPA matches. The first impression a new shooter gets of an affiliated club is the first impression that person gets of IDPA. IDPA matches and facilities must be open to all IDPA members.

M-1.2 IDPA is unique in that it offers clubs an exciting, competitive format for shooters using truly practical firearms carried in a truly practical way. Financial costs for IDPA clubs are minimal. There are no fees other than the annual affiliation fee. The rules of IDPA are minimal, thereby placing a lesser burden on club officers. The IDPA classification system allows competitors to classify in one day. There are many good CoF templates available on a number of websites. These can be modified to provide more variety.

M-1.3 IDPA is a Trophy only Club based sport. Due to the trophy only status of IDPA, a large burden has been taken off the match organizers since they do not have to worry about soliciting cash and merchandise prizes for their events.

M-1.4 IDPA headquarters will refer all interested parties in your state to your club. Your club information will be posted on the IDPA website at www.idpa.com. Clubs are allowed to retain \$5 of IDPA membership fees for every new member the club signs up.

M-1.5 Some countries have laws that prohibit concealed carry and self-defense; therefore, those interested in shooting or organizing IDPA competitions in these countries face unique problems. Due to this unfortunate political situation, IDPA authorizes the clubs in these countries to modify the name of the organization, logo and/or rules to meet local legal requirements. However, no Championship Matches will be “sanctioned” in any country where the competition cannot be run 100% under IDPA rules.

M-1.6 Requirements for Club Affiliation

- Match director/club contact personnel must be current IDPA members.
- Match director/club contact personnel must be certified IDPA Safety Officers.
- Club matches must be open to all IDPA members.
- Clubs must run the IDPA Classification Match as one of their monthly matches at least once each year. IDPA HQ suggests that the classifier be shot as soon as possible and be available to classify new shooters four times a year.
- Clubs must hold a minimum of six (6) IDPA matches per year.
- At club level events, competitors may shoot in all divisions during the six required matches.
- Clubs must follow IDPA rules and principles.

M-1.7 Clubs must make sure the competitors have the benefit of the doubt when competing. Fun and camaraderie are essential elements of IDPA.

M-1.8 Headquarters (HQ) IDPA Headquarters is located at 2232 CR 719, Berryville, AR, 72616. HQ maintains records of all members, sends out membership cards, takes care of all pro shop orders, handles administrative questions, produces the Tactical Journal (the quarterly publication for members), makes certificates and cards for Safety Officers, etc. All decisions that come from HQ are based on what is best for the individual member, the club and the sport.

M-1.9 Logo Policy: The International Defensive Pistol Association logo is trademarked private property of the International Defensive Pistol Association, Inc. It is not available for individual commercial use. However, currently affiliated clubs may use the logo on match announcements, correspondence or on event commemorative clothing such as hats and tee shirts. Electronic and hard copy versions are available from IDPA HQ.

M-1.10 Insurance Information: IDPA does not offer liability insurance. We recommend that you contact the NRA for possible information.

M-2 MATCH ADMINISTRATION RULES

M-2.1 All IDPA rules must be followed for every match at every tier. All shooters are bound by the Shooters Code of Conduct at every tier.

M-2.2 Safe areas, as defined in section 2.10, are required at all matches.

M-2.3 Shooters will only be allowed to shoot in one (1) division in matches Tier Two and higher.

M-2.4 Other than tier one (1), official IDPA score sheets printed on NCR paper in duplicate will be used in the match if paper score sheets are used to enter scores. If scoring is done electronically, the shooter is responsible to verify the accuracy of their score while they are on the stage.

M-2.5 For sanctioned matches, the event information is created on a club's online profile and the sanction fee for Tier Two and higher matches must be sent to IDPA headquarters. The Stages must be approved by the Area Coordinator at least ninety (90) days before match date including the AC design aid form. The sanctioning process and pricing information is located on www.idpa.com.

Every stage at matches sanctioned by IDPA shall include a written stage description for each stage that is both legal and approved by the presiding Area Coordinator per rule 6.1.

A well written stage description contributes to the success of a match and prevents confusion and frustration among staff and competitors. In it, the stage procedure includes instructions and restrictions that are placed upon the shooter to complete that CoF. The procedure can dictate certain legal aspects of engagement of targets, prop usage, hand restrictions (e.g., strong-hand only, weak-hand only), and body position (e.g., seated, prone). Stipulation for target engagement can also apply to reengagement if described in the stage procedure. The procedure cannot forbid legal actions, especially in regard to vision barriers and cover positions. For example, a procedure may not say that a target must be ignored even though it is visible and able to be engaged by the shooter.

The course description is read to every squad to ensure uniformed communication.

A written stage description should include, at a minimum, the following elements:

- State a defensive scenario or a standards skills test
- Start position
- Procedure
- Identify points of cover

- Identify muzzle safe points
- Specify the round count and whether the stage is limited or unlimited
- Specify if concealment is not required
- A descriptive diagram of the COF is optional.

All “named” matches (like state, regional, etc.) other than a club’s local matches must be Sanctioned Matches.

It is IDPA’s policy not to approve Sanctioned Matches when other matches have been sanctioned in the same geographic area (500 sq. mi.) within the same time period that may compete with the match they are scheduling.

M-2.6 The Match Director must be an IDPA certified Safety Officer.

M-2.7 If an Area Coordinator is also the Match Director, then the stages must be approved by another Area Coordinator or IDPA Headquarters.

M-2.8 Signing the Score Sheet

For Sanctioned Matches, the Scorekeeper must sign or initial the paper score sheet after each shooter’s raw time, points down, and penalties are determined and recorded. For Sanctioned Matches, each shooter must sign or initial their paper score sheet. Signing or initialing the paper score sheet gives the shooter the chance to review and understand the score. Local matches can require signatures, initials, or acknowledgement of electronic scores at their discretion.

Whether the shooter signs or initials the score sheet, or acknowledges the electronic score, does not freeze the score. The score may be edited and updated up to the time when official scores are posted and the protest period begins.

After the score sheet leaves the control of the original Scorekeeper, only the MD can make changes. Other SOs or other staff cannot change the score sheet or the score. If that needs to be done, the Match Director will be called to determine if changes are appropriate and make those changes. A reasonable attempt to notify the shooter of the changes will be made and documented.

The shooter, SO, or Scorekeeper cannot be given any type of penalty for the state of the score sheet, even if the shooter does not sign the score sheet, the score sheet is incomplete, is illegible, has the wrong sticker attached, is inaccurate, etc.

M-2.9 Scores are final and cannot change after the one hour protest period at the end of a match.

M-2.10 Video may not be used to determine a shooter’s score.

M-2.11 HQ must approve Specialty Sanctioned matches.

M-2.12 Ties shall be broken in a manner decided upon by the match director conducting the contest; however, this shall always be done by shooting, not by chance. All tied shooters will qualify for a match class promotion (bump) if applicable.

M-2.13 All competitors at a Tier Two or higher match must be able to view the match stages before their scheduled shooting session. Shooters will not be allowed

within the stage bay rear limit as denoted by the Match Director by the use of “caution tape,” fencing or another suitable visual indicator.

M-2.14 When a match is advertised at a tier level above Tier 2, the number of competitors must actually match the minimum match requirements. Otherwise HQ will approve following year matches at the level commensurate to the number of attendees in the previous year. For example, if a match was advertised as a Tier 4 match and had only 90 shooters, the next year’s match will be approved as a Tier 2 match.

M-3 Match Tiers

Matches will be categorized by tiers, where a local club match is Tier One and a national level match being Tier Five.

Tier One Matches (Local club match)

- A. Stages are approved by the Match Director.
- B. Equipment checks are recommended.
- C. Competitors must be IDPA members after their 3rd match.
- D. Competitors having a current classification in the division in which they are competing is recommended.
- E. Recognizing all divisions including BUG is required.
- F. All classes must be recognized.
- G. Any special range safety rules should be posted at registration. (i.e. no high muzzles during reloads, etc.)
- H. Open squads (shotgun starts) are permitted.

Tier Two Matches

- A. Must be able to accommodate at least 75 competitors, including staff.
- B. Minimum number of stages is 8.
- C. Minimum round count is 100.
- D. At least one standards stage is recommended.
- E. Standards stage round count must not exceed 20% of the total round count.
- F. A Chief Safety Officer per two stages or per bay is required. A Chief Safety Officer is appointed by the Match Director as the Safety Officer running the stage or squad, the CSO must be a certified Safety Officer
- G. At least one (1) Certified Safety Officer per bay is required.
- H. Stages are approved by the Area Coordinator.
- I. Dual score entry is recommended for paper score sheets.
- J. Legible shooting session scores must be posted within one hour of the session end.

- K. If shooters will not be present when the final scores are posted, the scores for each session must be posted to allow shooters to check their scores.
- L. Chronographing competitor ammunition is recommended
- M. Equipment checks are recommended.
- N. Competitors must be IDPA members in good standing.
Competitors must have a current classification in the division in which they are competing.
- O. Classification promotions must be entered into the on-line Classification database at IDPA headquarters within one week of the match completion.
- P. Recognition of all regular divisions other than BUG is required.
- Q. Recognizing novice class is recommended, while Marksman and above is required.
- R. The Area Coordinator or their designate must be offered entry to the match at no charge.
- S. Any special range safety rules must be posted on the web site registration page or printed on the registration form. (i.e. no high muzzles during reloads, etc.)
- T. Open squads (shotgun squads) are permitted.
- U. All competitors in the match will earn one (1) Nationals match point.

Tier Three Matches

- A. Must be able to accommodate at least 125 competitors, including staff.
- B. Minimum number of stages is 10.
- C. Minimum round count is 125.
- D. At least one standards stage is required.
- E. Standards stage round count must not exceed 20% of the total round count.
- F. A Squad Safety Officer is recommended.
- G. Squad Safety Officer travels with a squad of shooters to assist in administering the squad through the match.
- H. A Chief Safety Officer per two stages, or per bay is required.
- I. A Chief Safety Officer is appointed by the Match Director as the Safety Officer running the stage or squad, the qualifications of whom, are listed under Safety Officer Roles and Responsibilities
- J. Certified Safety Officers are required.
- K. At least two Certified Safety Officers per bay are required.
- L. Stages are approved by the Area Coordinator.
- M. Dual score entry is recommended for paper score sheets.
- N. Legible shooting session scores must be posted within one hour of the session end.
- O. If shooters will not be present when the final scores are posted, the scores for each session must be posted to allow shooters to check their scores.
- P. Chronographing competitor ammunition is required.

- Q. Equipment checks are required. Equipment checks include ensuring the gun is within weight limits and fits in the IDPA gun test box as specified in the Equipment Rules section. Proper placement and design of ammunition carriers and holsters must also be checked.
- R. Competitors must be IDPA members in good standing.
- S. Competitors must have a current classification in the division in which they are competing.
- T. Classification promotions must be entered into the on-line Classification database at IDPA headquarters within one week of the match completion.
- U. Recognizing all regular divisions is required. BUG is optional.
- V. Recognizing all classes other than Novice is required.
- W. The Area Coordinator must be offered entry to the match at no charge.
- X. Any special range safety rules must be posted on the web site registration page or printed on the registration form. (i.e. no high muzzles during reloads, etc.)
- Y. Squadding shooters is recommended at this level. Open Squadding has to be noted in the registration information.
- Z. All competitors in the match will earn two Nationals match points.

Tier Four Matches

- A. Must be able to accommodate at least 200 competitors, including staff.
- B. Minimum number of stages is 12.
- C. Minimum round count is 150.
- D. At least one standard stage is required.
- E. Standards stage round count must not exceed 20% of the total round count.
- F. A Squad Safety Officer is recommended.
 - a. A Squad Safety Officer travels with a squad of shooters to assist in administering the squad through the match.
- G. A Chief Safety Officer per two stages, or per bay is required.
- H. A Chief Safety Officer is appointed by the Match Director as the Safety Officer running the stage or squad, the qualifications of whom are listed under Safety Officer Roles and Responsibilities.
- I. At least two Certified Safety Officers per bay are required.
- J. Stages are approved by the Area Coordinators and IDPA HQ.
- K. Dual score entry is required for paper score sheets.
- L. Legible shooting session scores must be posted within one hour of the session end. If shooters will not be present when the final scores are posted, the scores for each session must be posted to allow shooters to check their scores.
- M. Chronographing competitor ammunition is required.
- N. Equipment checks are required. Equipment checks include ensuring the gun is within weight limits and fits in the IDPA gun test box as specified in

the Equipment Rules section. Proper placement and design of ammunition carriers and holsters must also be checked.

- O. Competitors must be IDPA members in good standing.
- P. Competitors must have a current classification in the division in which they are competing.
- Q. Classification promotions must be entered into the on-line Classification database at IDPA headquarters within one week of the match completion.
- R. Recognizing all regular divisions is required. BUG is optional.
- S. Recognizing all classes other than Novice is required.
- T. The Area Coordinator or designate must be offered entry to the match at no charge.
- U. Any special range safety rules must be posted on the web site registration page or printed on the registration form. (i.e. no high muzzles during reloads, etc.)
- V. Open squads (shotgun squads) are not permitted.
- W. All competitors in the match will earn three Nationals match points.

Tier Five Matches

- A. Only include the US National Championship, Winter Nationals and World Championships
- B. Must be able to accommodate at least 250 competitors, including staff.
- C. At least one standard stage is required.
- D. Standards stage round count must not exceed 20% of the total round count.
- E. A Squad Safety Officer is recommended.
 - a. A Squad Safety Officer travels with a squad of shooters to assist in administering the squad through the match.
- F. A Chief Safety Officer per two stages or per bay is required.
- G. A Chief Safety Officer is appointed by the Match Director as the Safety Officer running the stage or squad, the qualifications of whom are listed under Safety Officer Roles and Responsibilities.
- H. At least two (2) Certified Safety Officers per bay are required.
- I. Stages are approved by the IDPA headquarters CoF approval board.
- J. Dual score entry is required for paper score sheets.
- K. Legible shooting session scores must be posted within one hour of the session end. If shooters will not be present when the final scores are posted, the scores for each session must be posted to allow shooters to check their scores.
- L. Chronographing competitor ammunition is required.
- M. Equipment checks are required. Equipment checks include ensuring the gun is within weight limits and fits in the IDPA gun test box as specified in the Equipment Rules section. Proper placement and design of ammunition carriers and holsters must also be checked.

- N. Competitors must be IDPA members in good standing.
- O. Competitors must have a current classification in the division in which they are competing.
- P. Classification promotions must be entered into the on-line Classification database at IDPA headquarters within one week of the match completion.
- Q. Recognizing all regular divisions is required. BUG is optional.
- R. Recognizing all classes other than Novice is required.
- S. Any special range safety rules must be posted on the web site registration page or printed on the registration form. (i.e. no high muzzles during reloads)
- T. Open squads (shotgun squads) are not permitted.
- U. All competitors in the match will earn four (4) Nationals match points.
- V. The Match Director(s) will earn a free slot to the following year's Nationals.
- W. The Match Director(s) must not shoot the match for score.

Summary Table

	T1	T2	T3	T4	T5
Stages Approved By	MD	AC	AC	AC & HQ	HQ
Min Stages	n/a	8	10	12	
Min Round Count	n/a	100	125	150	
Equip Check Mandatory	no	no	yes	yes	yes
Classification in Div. Req.	no	yes	yes	yes	yes
Divisions Required	all	BUG opt.	BUG opt.	BUG opt.	BUG opt.
Classes Recognized	all	MM+	MM+	MM+	MM+
Open Squads Permitted	yes	yes	yes	no	no
Dual Score Entry Required	no	no	yes	yes	yes
Membership Required	after 3	yes	yes	yes	yes
Match Size	any	75+	125+	200+	250+
AC Free Entry	no	yes	yes	yes	no
Chrono Required	no	no	yes	yes	Yes
Nationals Points Awarded	0	1	2	3	4

M-3.1 Specialty Matches

Specialty Sanctioned matches, such as Revolver only, BUG only, women only, a single manufacturer only match, etc., must be approved by IDPA headquarters. All competitors in a Specialty match will earn one Nationals match point.

M-4 AWARDS

M-4.1 At Tier Two and higher matches, awards and match bumps will be given based on number of contestants per class and division (including DQs and DNFs, but not including no-shows) and go to the top one-fifth of those competitors. Tier Two and higher matches will provide a minimum of one award for each 5 entrants, rounding up. One award for 1-5 entrants, two awards for 6-10 entrants, etc. For match promotions the ratio is 1:9. The 1st place competitor must beat 9 shooters in their division and class, or higher. 2nd place requires beating 18 entrants, 3rd place requires beating 27 shooters, etc. This supersedes the formula in 9.4.3 of the Rule Book.

M-4.2 Tier Two and higher matches must give trophies or plaques for the Division Champions as well as 1st, 2nd, and 3rd placements, if there are enough entrants to warrant these awards based on the one-fifth rule above. If there are fewer than 5, no award is required. The remaining awards (4th place and on, and subcategories) may be medals or medallions, etc., when there are enough entrants to warrant them based on the one-fifth rule above. See the exception noted in M-4.1.

Example: Minimum of 5 shooters in ESP/MM = 1st award.

6-10 shooters in ESP/MM = 1st and 2nd awards.

11-15 shooters in ESP/MM = 1st, 2nd and 3rd awards.

16-20 shooters in ESP/MM = 1st, 2nd, 3rd and 4th awards, etc.

M-4.3 For Tier Two and higher matches the MD may choose to give more trophies and/or awards by awarding the top one-fourth or top one-third of shooters; however every division must use the same ratio.

M-4.4 The Division Champion is the shooter with the best score in a given division, regardless of their classification. The Division Champion in a division is also the first place finisher in the DC's classification. The 1st place trophy in the DC's class will not be awarded.

M-4.5 Distinguished Masters are only eligible to win their Division Champion award and any specialty award that may be applicable like High Senior, High Law Enforcement, etc. All DM scores must be included in the match results with all the other shooters' scores.

M-5 SUBCATEGORIES

M-5.1 Subcategories may be recognized at tier one (1) matches, but are required at Tier Two and higher matches if there are at least 3 competitors in the category.

M-5.2 Competitors may choose one of the following to add to their registration:

- High Lady

- High Junior - ages 12 to 17
- High Senior - ages 50 to 64
- High Distinguished Senior - ages 65 and older
- High Industry - a competitor employed in the firearms or firearms accessory industry (must receive a W-2 or 1099 form or equivalent).
- High Press - a competitor employed for a print newspaper, print magazine, broadcast radio or television production (must receive a W-2 or 1099 form or equivalent).
- High International – a competitor living full time in a country other than the country in which the match is held
- High Military - a competitor who is, serving in the Armed Forces of his/her country of residence.
- High Law Enforcement – a competitor who is an active law enforcement officer.

M-5.3 A “Most Accurate” award is given to the competitor with the lowest points down and no HNT penalties.

M-5.4 On the day of the match, your age determines the category:

- Junior Member - 12th birthday through 17 years of age
- Typical Member - 18th birthday through 49 years of age
- Senior Member - 50th birthday through 64 years of age
- Distinguished Senior Member - 65th birthday and older

M-5.5 18-21 year old shooters may shoot a match without a parent or guardian present, if allowable based on range policies, federal, state, and local law.

M-5.6 Junior members must have a parent or guardian present with the shooter at every stage.

M-5.7 The Match Director may require proof of eligibility for subcategory entries.

M-5.8 Clubs are encouraged to develop other relevant subcategories.

M-6 PRIZES

Any merchandise donated or purchased for use as prizes will be distributed randomly. Prizes must not be given away based on the match results or in any manner that is based, even in part, on the competitor’s score. Side matches are exempt from this rule. IDPA DOES NOT ENDORSE NOR APPROVE any type of incentive program based on shooter performance.

M-7 FIREARM TEST BOXES

M-7.1 The IDPA firearm test box measurements have dimensional tolerances of $-0''$ to $+1/16''$. Boxes outside this tolerance range may not be used in IDPA matches for equipment checks or for “firearm in the box” starts.

Example of tolerance: The width of an SSP, ESP, CCP and CDP gun test box is nominally $8\ 3/4''$ long, but can range from $8\ 3/4''$ to $8\ 13/16''$ in width.

M-7.2 The firearm must be fully assembled, the longest magazine inserted and slide in battery (or cylinder closed), and must fully fit into the box with the lid shut. An adjustable rear sight may be compressed to fit into the box, and the lid may be held shut with light pressure, but not enough force to flex a part on the firearm, flex the box or the lid, or indent the box or lid material.

M-8 MATCH EQUIPMENT CHECK GUIDELINES

M-8.1 Non-IDPA-Legal Modifications

When performing equipment checks, the following items should be examined.

- A. Compensators and ports are not allowed.
- B. Add on weights are not allowed.
- C. Guide rod material must be no heavier than stainless steel.
- D. Check for metal magazine gap plugs and brass magazine wells.
- E. Check the grip material.
- F. Barrels longer than 4.25" must not be heavy or cone style.
- G. Sights must be post and notch type.
- H. Lock the slide back and check for a firing pin block. If present, push the firing pin/striker forward and ensure that it does not protrude past the breech face.
- I. Ensure that the hammer/striker does not move without depressing the grip safety.
- J. Check proper operation of the thumb safety.
- K. Check for rail and trigger guard mounted lights and lasers.
- L. Check that the SSP, ESP, CCP, CDP, and BUG-S firearms, with the largest magazine inserted or BUG-R cylinder closed fit in the appropriate sized IDPA box.
- M. Check that the gun and the heaviest magazine do not weigh over the division weight limit. The scale used must be able to weigh a test weight twice with a deviation from true weight of no greater than 0.2 ounces. A check weight of 1000 grams or 2 pounds is recommended.
- N. Check that the gun does not have any modifications excluded from the division.

M-8.2 Clubs should strive to offer a courtesy equipment check prior to the match start or the shooter's first CoF.

M-8.3 Shooters whose equipment fails to meet the standards in the division they are registered for, can at the discretion of the match director be moved to another division provided the gun meets all of the requirements for the new division. If the gun has prohibited modifications, the shooter will be allowed to shoot for no score and will receive a DNF providing there were no safety issues with the firearm at the discretion of the match director.

M-8.4 Ammunition Power Factor

Collect seven cartridges from each competitor for chronograph. Conduct the official chronograph procedure for each competitor's ammunition.

If the competitor's ammunition fails to make power factor, the MD has the option to allow the competitor to chronograph the last three additional rounds through his/her own firearm. Prior to each shot, the muzzle of the firearm will be elevated to vertical (if range rules permit) to move the powder charge to the rear of the case. If two of the three rounds fired meet or exceed the required power factor, the ammunition is in compliance

M-8.5 Belts, Holsters, Ammunition Carriers and Concealment Garments

Check that belts, holsters, ammunition carriers and concealment garments meet the requirements of the equipment section rules using the listed test methods. It is highly recommended that an inspection be done on the first stage of the day before first shots are fired.

M-9 WRITTEN STAGE BRIEFING

M-9.1 Every stage will have a written briefing for the stage (sometimes called a Course of Fire, CoF) available at the stage, containing at a minimum the following attributes:

Scenario: A brief and meaningful description of the self-defense scenario that the stage portrays.

For standards stages, this section need only to contain the word "Standards."

Procedure: A brief description of what the shooter is supposed to do within the stage for each string of fire. Also describes any special conditions such as "strong hand only," required shooter movement, target order, and other items the shooter must accomplish.

Muzzle Safe Points: Muzzle safe markers or 180 degree rule, or a combination of both.

Scoring: Limited or Unlimited.

Scored Hits: Number of scored hits per target or per string.

Start Position: Describes the start position, condition of the shooter's firearm and ammunition feeding devices. Also describes the shooter's start

position and the action the shooter is performing at the start of the stage, if any.

Start Signal: Describes the start signal, like audible, flashing of a light, etc.

Stop: Describes the stop signal if any. This is usually the “last shot” but can be other things such as shooting all the targets and then pressing a button, etc.

SO notes: Optional instructions to the SO team for safety or proper running of the stage.

Stage Diagram (Optional): A scale (or rough scale) drawing showing the position of the targets, props, starting position and shooting positions, if appropriate.

M-10 STAGE RELIABILITY

M-10.1 Stage reliability and consistency is important for every IDPA match. The targets, actuators, props, etc. used within a stage must work correctly and consistently for all shooters.

M-10.2 For Tier 2 - Tier 5 matches if a stage prop, actuator, target, etc. performs incorrectly more than 10% of the time (10% of scored shooters,) the Chief SO will immediately notify the MD of the reliability issue.

The MD will close the stage and repair the stage. If the stage cannot be made to work reliably within 60 minutes the stage must be removed from the match and match results. This does not include the case where the shooter does not trigger the stage properly, unless the trigger(s) are causing unreliable performance.

M-10.3 Match DQs:

The Match Director must advise the AC, IPOC or Designate responsible for the match of shooter DQs as they occur.

M-10.3.1 The AC/IPOC/Designate must intervene in a sanctioned match they are responsible for if 3 DQs occur on the same stage, not counting Chrono or Equipment Check stages. The AC/IPOC/Designate must immediately investigate the stage for any issues with stage safety, legality, match personnel, construction, or other problematic areas. The issues and investigation findings must be logged in the AAR.

M-10.3.2 If 5 DQs occur on the same stage, not counting Chrono or Equipment Check stages, the AC/IPOC/Designate must remove the stage from the match. The stage removal and reasons must be logged in the AAR.

M-10.3.3 If a shooter was Disqualified from a match and the stage where the DQ occurred is later thrown out, the shooter may not reenter the match.

M-10.3.4 Staff Performance:

An AC/IPOC/Designate or MD can remove or reassign an SO from a stage for the following non-inclusive list of events:

- Using incorrect range commands
- Inconsistent walk throughs
- Inconsistent or incorrect application of the rules
- Code of Conduct violations
- Safety violations administering a stage

M-10.3.5 The MD must be alerted prior to, or immediately after a match official is re-assigned, suspended or removed as match personnel and the issue must be logged in the AAR.

M-11 MD ROLES & RESPONSIBILITIES

M-11.1 Match Directors

- A. Match Directors are IDPA volunteers whose goal and purpose is to see that all shooters have a safe and enjoyable IDPA match experience by supervising and directing the shooters and match staff through the match.
- B. Match Directors perform two vital roles in IDPA:
 - a. Ambassador - Since the Match Director is the master of ceremonies and introductory speaker at an IDPA match; the MD serves as an ambassador for the sport and will be key in forming a new shooter's first impressions of what IDPA is all about.
 - b. Match Official - MDs are the IDPA match officials responsible for efficiently running IDPA matches in accordance with all IDPA rules.

M-11.2 IDPA Match Director Qualifications

- A. Must be a certified safety officer in good standing with IDPA.
- B. MDs for Tier Two (2) matches must be approved by the AC.
- C. MDs for Tier Three (3) matches must be listed as a qualified CSO and be approved by the AC.
- D. MDs for Tier Four (4) and Tier Five (5) matches must be must be listed as a qualified CSO and approved by IDPA HQ.
- E. Must be a current IDPA member in good standing and never have had their membership revoked.
- F. Must have shot at least six IDPA matches. Newly affiliated IDPA clubs have a six-month grace period for Tier One matches.

- G. Must possess the necessary temperament, attitude and IDPA rulebook knowledge to rationally and successfully resolve shooter/SO/CSO disagreements.

M-11.3 Match Director Responsibilities

These responsibilities outline the basic requirements for conducting an IDPA match.

M-11.4 IDPA Ambassador

- Represent IDPA professionally and respectfully on and off the range.
- Respect and support IDPA and other shooting sports, IDPA rules, shooters, and spectators.
- Always be friendly and approachable.
- Go out of your way to welcome new shooters, veteran shooters, and spectators alike.

M-11.5 IDPA Match Official

- Adhere to the IDPA Match Director Code of Conduct.
- Work as a team with the match staff to help the match run efficiently.
- Enforce IDPA safe gun handling rules by all shooters.
- Ensure individuals on the range are wearing eye and ear protection, when appropriate.
- Help the shooters to safely complete and enjoy the match.
- Treat the shooters with courtesy and respect.
- Verify that the shooter's equipment is IDPA-legal and correctly worn.
- Avoid interfering with the shooter's execution of the CoF, unless necessary to maintain a safe shooting environment.
- Know and consistently enforce the IDPA rules to ensure that the match is conducted in a fair and impartial manner
- Be well versed in the IDPA rule book and be able to explain the rules and their application.
- Maintain a fair, impartial manner toward all competitors.
- If there is reasonable doubt, the benefit of the doubt goes to the shooter.
- Ensure all penalties are called correctly and consistently.
- Report all penalties issued for Code of Conduct infractions directly to the Area Coordinator on the day of the match at all sanctioned matches.
- Be available should any additional consultation or appeal be required concerning the behavior of any shooter and any scoring or penalty decisions.
- Ensure that the stages are consistent for all shooters.
- Ensure that the scenarios are always defensive in nature.
- Confirm to the Area Coordinator that all SOs in a match are certified SOs in accordance with the requirements governing the match tier.

Will facilitate an Appeal to a Committee in accordance with the current IDPA rulebook.

M-11.6 Match Director Code of Conduct

- I understand that it is a privilege, and not a right, to be an IDPA Match Director.
- I will follow all of the safety rules of IDPA and the host range.
- I recognize that it is my responsibility to maintain a thorough knowledge of the current IDPA rulebook.
- Prior to and during the match, I will refrain from the use of alcohol, substances, or medications that may negatively impact my ability to perform the duties of a Match Director.
- I will not communicate with others or physically contact others, in a threatening, harassing or abusive manner.
- I will treat all shooters and match staff with respect.
- I will be firm and fair in all judgment calls in the application of the IDPA rules. I will be prepared to state in a clear and concise manner my reasons for such calls to the shooter or any IDPA Official.
- It is my duty to assist, to the best of my ability, all shooters and match staff and not hinder them through harassment or authoritarian behavior.
- I will represent my sport in a professional manner through my behavior and dress, and will represent the standard expected of the match staff.
- The integrity of the Match Director community should never be in doubt. I will refrain from any actions that could cause my honesty or objectivity to be questioned.
- As a representative of IDPA, I will refrain from disparagement or inappropriate criticism of IDPA or other shooting sports, their officials, and rules of match competition.
- I will always be a champion for IDPA and promote IDPA in the best light possible.
- I understand that violations of this code of conduct may result in my removal or Disqualification from a match, loss of my privileges as an IDPA Match Director, and/or revocation of my IDPA membership.

M-12 SO ROLES & RESPONSIBILITIES

M-12.1 IDPA Safety Officer Description

Certified Safety Officers are IDPA volunteers whose goal and purpose is to see that all shooters have a safe and enjoyable IDPA match experience by supervising and directing the shooter through each match Course of Fire.

Safety Officers perform two vital roles in IDPA:

Ambassador – Since the Safety Officer is the primary and most visible point of contact for shooters at an IDPA match, the SO serves as an ambassador for the sport and will be the key element in forming a new shooter’s first and ongoing impressions of what IDPA is all about.

Match Official - SOs are the IDPA match officials responsible for running shooters through each match CoF. In this role, IDPA SOs work as a two-person team, consisting of a Primary SO (PSO) and a Scorekeeper SO (SSO), each with joint and individual responsibilities. On any CoF, one SO must be designated as the Chief Safety Officer (CSO) for that CoF. The CSO serves as the lead SO for the CoF, and is responsible to the Match Director for the efficient flow of the CoF in accordance with IDPA rules. In larger sanctioned matches, the responsibilities of the CSO, PSO, and SSO may be distributed among a team of three or more SOs to improve match flow and organization.

M-12.2 IDPA Safety Officer Qualifications

- Have completed an IDPA Safety Officer Class taught by an authorized IDPA Safety Officer Instructor (SOI).
- Be a current member in good standing of IDPA, and not have had their membership revoked.
- Adhere to the IDPA Safety Officer Code of Conduct.
- Regularly participate in IDPA matches as an SO at either the club or sanctioned match level.
- Maintain their SO certification via continuing SO education and recertification every two years in accordance with current IDPA HQ policy.

IDPA members applying to take the IDPA Safety Officer Class should meet the following minimum qualifications to be considered:

- Be at least 21 years of age and be able to lawfully possess a firearm under the laws of your country of residence.
- Be a current IDPA member in good standing for at least six months, and never have had their membership revoked.
- Have shot at least six IDPA matches, at the club or sanctioned level.
- Possess a basic knowledge of the IDPA rulebook.
- Be sponsored by an IDPA-affiliated club representative that can confirm the applicant’s ability to safely handle a firearm and who is willing and able to provide designated mentor SOs committed to training the graduate SO.
- Discretion on the part of the IDPA SOI in approving SO Class applicants is permitted to meet the needs of new IDPA start-up clubs and other special situations.

M-12.3 Safety Officer Responsibilities

The responsibilities of IDPA SOs in each of their roles are described below. These responsibilities outline the basic requirements for safely conducting an IDPA CoF. The allocation of these responsibilities to individual SOs may vary based on the size of the match, the range facility on which the match is held, and the number of SOs assigned to the CoF.

The selection and assignment of SOs in a given match is the responsibility of the MD or his designee, in accordance with IDPA Match Administration policies. Significant discretion and flexibility on the part of the MD in developing a match SO organizational structure is expected and encouraged. However, the MD is ultimately responsible to ensure that the selected structure fully allocates these responsibilities to the individual SOs who are accountable for executing them.

IDPA Ambassador

- Represent IDPA professionally and respectfully on and off the range.
- Respect and support IDPA and other shooting sports, IDPA rules, shooters, and spectators.
- Always be friendly and approachable. Go out of your way to welcome new shooters, veteran shooters, and spectators alike.

IDPA Match Official (joint Safety Officer Responsibilities)

- Adhere to the IDPA Safety Officer Code of Conduct.
- Work as a team to ensure the CoF runs efficiently.
- Help the shooter to complete the CoF safely and enjoy the match:
- Treat the shooter with courtesy and respect.
- Verify that the shooter's equipment is IDPA-legal and correctly worn.
- Verify the shooter is in the correct starting position for the CoF (e.g., hands up, hands down, cover garment on/off, etc.).
- Address the shooter using correct and concise commands.
- Avoid interfering with the shooter's execution of the CoF, unless necessary to maintain a safe shooting environment.
- To maintain safety, always assist the shooter when necessary and appropriate. However, coaching of the shooter by the SO is not permitted at sanctioned matches.
- Use proper IDPA range commands.
- Call all penalties correctly and consistently.
- The SO team (PSO and SSO) should assess any penalties and inform the shooter of the penalties incurred. Should any additional consultation or appeal be required, the SO team will confer only with other designated

match officials concerning the behavior of any shooter and any scoring or penalty decisions to be rendered.

- Ensure that the stage is reset in accordance with the CoF description and is consistent for all shooters.
- Know and consistently enforce the IDPA rules to ensure that the match is conducted in a fair and impartial manner.
 - If the SO has a reasonable doubt, the benefit of the doubt goes to the shooter.
 - Be an IDPA Rules expert, able to explain the rules and their application.

M-12.4 IDPA Match Official (Primary Safety Officer Responsibilities)

The Primary Safety Officer (PSO) is responsible for preparing and running the shooter through the CoF in accordance with IDPA rules while monitoring the shoot's progress through the CoF and noting any infractions of IDPA rules. Primary SOs specific responsibilities include:

Maintain a clear focus on the shooter the SO is assigned to observe, as follows:

- Not permitting his or her attention to be misdirected or lax.
- Observing the shooter during the CoF from a vantage point where the SO can clearly view each of the shooter's actions and react appropriately by the following means.
- Observe the firing hand and firearm.
- Note the shooter's body language and demeanor as it relates to predicting the shooter's actions.
- Accompany the shooter through the CoF without impeding the shooter's movements.
- Help the shooter to complete the Course of Fire safely and enjoy the match while consistently enforcing the IDPA rules to ensure that the match is conducted in a fair and impartial manner.

Ensure that the CoF is administered and scored properly by:

- Directing the shooter through the CoF using proper range commands and timing the shooter's execution of the CoF.
- Working in conjunction with the Scorekeeper SO to observe and levy any penalties incurred by the shooter during the CoF.
- Coordinating with the Scorekeeper SO to ensure the shooter's time, score and any penalties are properly recorded.

M-12.5 IDPA Match Official (Scorekeeper SO Responsibilities)

The Scorekeeper SO (SSO) is the SO responsible for organizing and managing the shooting squad to maintain the smooth flow of the match, while allowing shooters as much flexibility as possible while preparing to shoot the CoF. The Scorekeeper

SO is responsible for noting and properly recording the performance of the shooter during the CoF. The Scorekeeper SO's specific responsibilities include:

- Be prepared to correct or stop the shooter during CoF execution, through use of the proper IDPA range commands, should it be required to maintain range safety.
- Ensure the shooter's score is recorded accurately
- Observe the shooter's execution of the CoF for safety, procedural, and cover violations
- Ensure the shooter has the correct score sheet with the proper label, if applicable, and to write legibly.
- Sign or initial the score sheet when the score is tallied, and initial any corrections made on score sheet.
- Review the score sheet with the shooter, and provide an opportunity for the shooter to sign or initial the score sheet.
- Give a copy of the score sheet to the shooter, if available.
- Organize, manage, and stage the shooters to improve the "flow" of the match, and maintain squad and spectator control.
- Announce the shooting order for the next three shooters to give the upcoming shooters time to prepare.
- Stage the next ("on-deck") shooter in a pre-determined position so the Primary Safety Officer can begin to prepare the shooter while the stage is re-set and any administrative issues are concluded.
- Handle all shooter administrative issues behind the firing line, allowing the Primary Safety Officer to finish preparing the next shooter.

M-13 CHIEF SAFETY OFFICER

M-13.1 The Chief Safety Officer (CSO) acts as the senior SO on the CoF and is responsible for running the CoF in accordance with IDPA rules and for supervising the CoF SO team. The CSO is designated by and directly accountable to the MD.

M-13.2 The CSO's specific responsibilities include:

- Overseeing the operation of the CoF SO Team. The CSO is responsible for the local allocation of PSO and SSO responsibilities to the CoF SO team members throughout the match.
- Prior to the start of match and periodically throughout the match, monitor the CoF, and coordinate changes with the Match Director if the CoF design, equipment, or environmental conditions result in a safety hazard.
- Assuring that a clear and consistent description of the CoF, including any muzzle safe points and other CoF safety criteria, is communicated to all shooters.

- Notify the Match Director to request a ruling when the Safety Officer team and shooter do not agree on a scoring or penalty assessment, taking any necessary steps to prevent the delay of the match.

M-13.3 It is recommended that SOs designated as CSOs in Tier 2 sanctioned matches meet the following additional qualifications:

- Have been certified as an IDPA SO for a minimum of one year.
- Previously served as a SO in at least one sanctioned IDPA match.
- Possess the necessary temperament, attitude and IDPA rulebook knowledge to rationally and successfully resolve shooter/SO disagreements.

M-13.4 It is required that SOs designated as Chief SOs in Tier 3 and above sanctioned matches meet the following additional qualifications:

- Have applied for and successfully completed the CSO approval process
- Have been certified as an IDPA SO for a minimum of two years.
- Have previously served as a Certified SO in at least two sanctioned IDPA matches and participated as a competitor in at least one additional sanctioned match, in the previous three years. OR,
- Served as a Certified SO in at least three sanctioned IDPA matches in the previous three years.

Certified Safety Officers apply to become CSO's by completing the Application for Chief Safety Officer form.

The application lists the SOs requisite experience for eligibility on the form and is signed off on by the home club contact, and/ or local Safety Officer Instructor with knowledge of applicants SO match experience.

The application is then submitted to the members Area Coordinator for approval and forwarding to HQ.

HQ will review and update the applicant's status in the IDPA database and this status will run concurrently with the previous SO certification dates so long as the applicant remains in good standing as a CSO.

HQ will periodically review CSO eligibility based on the needs of the sport.

M-14 SQUAD SAFETY OFFICER GUIDELINES

The Squad Safety Officer (SQSO) is the match official that has the most contact with competitors throughout an entire match, and can positively influence how people perform and feel about a match - before, during, and after shots are fired. The primary purpose of a Squad Safety Officer is to ensure the smooth, safe, and timely flow of squads through each stage and therefore the match. SQSOs will perform many of the administrative functions normally performed by competitors to allow competitors to concentrate more on their "match performance."

M-14.1 SQSOs perform a variety of functions within a match including:

- Preparing score sheets (affixing shooter labels to score sheets.)
- Establishing a fair and consistent rotating shooting order.
- Sorting stage score sheets in said order, including equitable splitting of the squad for bays with multiple stages to allow shooters the maximum amount of time between back to back stages.
- Acting as a general resource for shooters during the full course of the match by having at the ready, match information, locations, timing, etc.
- Help facilitate the timely resetting of stages, including ensuring that squad members are equally participating in the taping & resetting process, as appropriate.
- Assisting/supporting the Bay SOs and observing the squad members for consistency (e.g. does this shooter consistently need to be told to move his magazine pouches back)

M-14.2 SQSOs will meet their assigned squads immediately after the Match Director's shooters' brief and guide their squads to their first shooting bay, or be awaiting shooters at the designated bay.

M-14.3 SQSOs will attempt to answer all competitors' questions about the match and related post match events throughout the match. If an answer is not immediately available, the SQSO will obtain the proper information as soon as possible.

M-14.4 SQSOs must know, before the start of the match, the Match Director's match management strategy as to how he/she plans to run the match and any special instructions or emphasis for the match.

M-14.5 SQSOs must know match administration information at the start of the match including:

- The physical location of meeting places and location of Safe Areas and rest room facilities.
- The location of the starting bay and subsequent bays in the order the squad will traverse the match.
- Which bays with multiple stages will split the squad into groups or complete shooting each stage individually.
- The intended flow sequence for each squad to include start and end times,
- Timing and location for other planned events taking place before, during, and after the match such as the pre-match briefing, lunch, awards ceremonies, etc.

M-14.6 SQSOs should be provided with lists of all squad members (including name and competitor number) they are responsible for prior to the match start, and will

ensure all competitors in their squads are accounted for throughout their portion of the match, to include at each bay and stage.

M-15 SAFETY OFFICER CODE OF CONDUCT

M-15.1 I understand that it is a privilege, and not a right, to be an IDPA Safety Officer (SO).

M-15.2 I will follow all of the safety rules of IDPA and the host range.

M-15.3 I recognize that it is my responsibility to maintain a thorough knowledge of the current IDPA rulebook.

M-15.4 Prior to and during the match, I will refrain from the use of alcohol, substances, or medications that may negatively impact my ability to perform the duties of a Safety Officer.

M-15.5 I will not communicate with others in a threatening, harassing or abusive manner.

M-15.6 I will be firm and fair in all judgment calls in the application of the IDPA rules. I will be prepared to state in a clear and concise manner my reasons for such calls to the shooter or any IDPA Official.

M-15.7 It is my duty to assist, to the best of my ability, all shooters and not to hinder them through harassment or authoritarian behavior.

M-15.8 I will represent my sport in a professional manner through my behavior and dress, in accordance with the standards established by the Match Director.

M-15.9 The integrity of the Safety Officer community should never be in doubt. I will refrain from any actions that could cause my honesty or objectivity to be questioned.

M-15.10 I will always be a champion for IDPA and promote IDPA in the best light possible.

M-15.11 I understand that violations of this code of conduct may result in my removal or Disqualification from a match, loss of my privileges as an IDPA Safety Officer, and/or revocation of my IDPA membership.

M-16 SAFETY OFFICER INSTRUCTOR ROLES & RESPONSIBILITIES

M-16.1 The IDPA Safety Officer Instructor (SOI) is a certified IDPA Safety Officer volunteer, who is responsible for the training and certification of IDPA Safety Officers. SOIs are veteran IDPA SOs who have been recognized for their experience and excellence in performance as IDPA Safety Officers and, in addition, possess the ability to teach and motivate others.

M-16.2 IDPA Safety Officer Instructor Qualifications

- Be a current member in good standing of IDPA, and not have had your membership revoked.
- Successfully complete the required IDPA SOI training or mentorship in accordance with current IDPA HQ policy.
- Adhere to the IDPA Safety Officer Code of Conduct.
- Regularly participate in IDPA matches as an SO at the club and sanctioned match levels.
- Be actively involved in training and mentoring new IDPA Safety Officers on a regular basis.
- Maintain their SOI certification via continuing SOI education and recertification every year in accordance with current IDPA HQ policy.

M-16.3 IDPA members interested in becoming IDPA Safety Officer Instructors must meet the following minimum qualifications to become an SOI:

- Be a current member in good standing of IDPA, and never had your membership revoked.
- Served as a certified IDPA SO in good standing for at least 3 consecutive years.
- Be currently classified at Marksman or above in at least one IDPA division.
- Served as a Safety Officer in two or more sanctioned IDPA matches within the past three years.
- Demonstrated an exemplary knowledge of IDPA rules and procedures.
- Be sponsored by at least one IDPA-affiliated club representative or IDPA Match Director and the IDPA Area Coordinator.
- Be approved by the IDPA Board of Directors.

M-16.4 Safety Officer Instructor Responsibilities

The IDPA Safety Officer Instructor trains and certifies IDPA Safety Officer volunteers in accordance with the SO training policies and procedures established by the IDPA Board of Directors. The SOI has final discretion and authority in approving and certifying IDPA Safety Officer applicants and accepts the accountability for certifying to IDPA HQ that graduate SOs have the requisite attitude and ability to safely perform the basic duties of an IDPA Safety Officer.

In accepting and performing this important function within IDPA, the SOI has the following responsibilities:

- Offer a minimum of three Safety Officer Classes every two years.
- Present the class in accordance with current IDPA HQ guidelines, using the provided SO training materials.
- Be willing to travel up to 250 miles within their Area (as determined by the Area Coordinator) to teach the SO Class.

- Limit the fees charged for presenting SO Classes to the necessary and reasonable costs of conducting the class, including reimbursement for SOI travel and lodging costs.
- Work with the Area Coordinator to identify and meet the SO needs of area IDPA clubs.
- Demonstrate proficiency and current knowledge of IDPA rules through independent continuing SOI education.