

British Parachute Association

5 Wharf Way
Glen Parva
Leicester LE2 9TF

Tel: 0116 278 5271
Fax: 0116 247 7662
e-mail: skydive@bpa.org.uk
www.bpa.org.uk



Safety & Training Committee

Minutes of the meeting held on

Thursday 1 June 2017 at 1900

at BPA HQ, Wharf Way, Glen Parva, Leicester LE2 9TF

Present:

Jeff Montgomery	-	Chair STC/STO
Rob Spour	-	Target Skysports
Ryan Mancey	-	Go Skydive
Richard Wheatley	-	Skydive Langar
Pete Sizer	-	Skydive Headcorn
Mark Bayada	-	APA
Dylan Bartle	-	Weston on the Green
Matty Holford	-	JSPW(N)
Paul Yeoman	-	BKPC
Dennis Buchanan	-	Skydive North West
Kieran Brady	-	Skydive Strathallan

Apologies: Iain Anderson, Ian Rosenvinge, Andy Duncan, Mike Rust, Stuart Meacock, Sara Orton, Brucie Johnston (Bryn Chaffe represented Brucie at the meeting), Jay Webster, Maggie Penny (Andy Clark represented Maggie Penny at the meeting), Jason Farrant.

In Attendance:

Tony Butler	-	Chief Operating Officer
John Hitchen	-	Vice Chair STC
Paul Applegate	-	Chair Riggers' Subcommittee/Council
Dr John Carter	-	BPA Medical Adviser
Trudy Kemp	-	Assistant to COO/STC

Observers: Gordon Blamire, Bryn Chaffe, Gary Stevens, Andy Clark.

Declarations of interest

The Chair invited declarations of interest relating to items on the agenda for this meeting.

Paul Yeoman declared his interest in item 4 (Black Knights Fatality).

ITEM MINUTE

1. MINUTES OF THE STC MEETING OF 6 APRIL 2017

It was proposed by Richard Wheatley and seconded by Dylan Bartle that the Minutes of the STC Meeting of 6 April 2017 be accepted as a true record.

Carried Unanimously

2. MATTERS ARISING FROM THE STC MEETING OF 6 APRIL 2017

Page 3, Item 5 – (Age Requirements Working Group – Medicals, Proposed New Declarations/Medicals & Operations Manual Amendments). At the last STC meeting it was stated that changes to the medical requirements for Instructors would be proposed at the June STC meeting. However, the Working Group did not yet have any firm proposals to put forward, but it hoped to have something ready for the next meeting in July.

Page 6, Item 7 – (Instructor/Coach/Pilot Renewals). This item would be covered under Item 6 (Proposed Amendments to BPA Operations Manual).

Page 7, Item 8 – (Defence Safety Authority Recommendations to BPA). The Working Group had been formed and consisted of Dylan Bartle, Richard Wheatley, John Hitchen, Mark Bayada, the COO and the STO, with assistance from Glynn Allcock (22 Group Training, RAF) and Paul Applegate (Chair, Riggers' Subcommittee). The group had their first meeting on the 15 May. Any recommendations would be brought to STC in due course.

Page 11, Item 11 – (A.O.B iv). Richard Wheatley pointed out a typo in his request. The expiry date of the Tandem rating should have stated 31 March. This was noted.

Page 11, Item 11 – (A.O.B vii – Safeguarding). The Association has commenced a consultation concerning safeguarding and the COO will be sending out a paper to PTOs asking for comments. STC would be kept up to date with any progress.

3. RIGGERS' SUBCOMMITTEE MEETING OF 6 APRIL 2017

Paul Applegate (Chair, Riggers' Subcommittee) stated that he had nothing to report from the previous meeting.

It was therefore proposed by Mark Bayada and seconded by Matty Holford that the Minutes of the Riggers' Subcommittee meeting of 6 April 2017 be accepted.

Carried Unanimously

Paul Applegate reported on the meeting held this afternoon (6 April) and stated that the Riggers' Subcommittee had agreed to draft a set of guidelines to assist CIs/ARs when assessing AP currency at annual renewal. This was likely to include an audit of an APs pack jobs, but nothing too onerous. STC would be kept informed.

4. FATALITY – BLACK KNIGHTS

The Chair reported that unfortunately, there was a fatal accident at the Black Knights Parachute Centre on the 29 April. A résumé of the accident had been circulated with the Agenda:

At approximately 15.05 hours on Saturday 29 April 2017, Carl Marsh boarded a Cessna Caravan aircraft, in order to carry out a 2-way Canopy Formation (CF) coaching jump, along with 15 other parachutists. This was the 12th lift of the day.

The aircraft climbed to approximately 8,000ft AGL. A 'jump run' was made over the PLA. Once the aircraft was at the exit point, some of the parachutists on board exited. The first to leave was an experienced parachutist carrying out a solo free fall jump, followed a few seconds later by a group of 5 experienced parachutists carrying out a 4-way CF jump, together with an 'in-air' videographer recording their jump. Next to leave the aircraft was the trainee CF jumper with 407 jumps, who was being coached by Carl. They were followed by 2 Student parachutists, carrying out solo free fall jumps. These 2 students were dispatched by the Jump Master, a BPA instructor. The aircraft then proceeded to climb to the planned altitude of 15,000ft, where the remaining 6 parachutists on board intended to exit.

The main parachutes of all the parachutists who exited on the pass at 8,000ft AGL, were seen to deploy at the correct altitudes for the types of jumps they were undertaking, and all were observed to be flying correctly.

Carl and his CF trainee were seen to link their parachutes together and turn back towards the landing area. Shortly afterwards, the lower parachutist (the trainee CF jumper) was observed to cut-away from his main parachute whilst it was still attached to the higher parachutist (Carl) and deploy his reserve parachute after 3 – 4 seconds.

The trainee CF parachutist's cut-away parachute was then seen to partially wrap around the lower part of Carl's body. Soon after this Carl's main parachute was observed start to rotate to the left.

Shortly after the rotation started, a small object was seen to drop away from Carl. After this, the entangled parachute detached from Carl, who then continued to rotate quickly under his parachute (approximately one rotation per second) until he impacted heavily with the ground. Once the incident had been observed, the remaining 6 parachutists on board the aircraft were instructed to descend on board the aircraft.

A BPA Board of Inquiry was immediately instigated. The members of the Board were; Tony Butler – Chief Operating Officer and Jeff Montgomery – Safety & Technical Officer.

Carl Marsh was 46 years of age. It is believed that he had completed a total of 1,150 jumps prior to the accident, as not all his jumps had been logged. Carl was also an experienced CF jumper and CF Coach.

The Board were able to examine the equipment used by both jumpers involved, which was CF equipment belonging to the Centre; PD Lightning 160 main parachutes. It had been noted at the scene of the accident that the right hand steering toggle of Carl's main parachute was located against the keeper and that the left hand steering toggle had been found with some slack line and resting on the ground. Carl's knife was also located close to his position on the ground.

Carl's reserve parachute had not been activated and it was still inside its container. Both the cutaway pad and reserve handles were in place. It was also noted that the Carl's left training shoe was missing. This is what had been seen to fall away from him whilst he was rotating under his main parachute. The Board members could not find anything that would indicate a fault with any of Carl's parachute equipment, and there was no reason to suggest that either the main or reserve canopies were not in an airworthy condition.

The Members of the Board also examined the main parachute jumped by the other parachutist involved and noted that the left hand steering toggle was missing and not attached to the end of the left steering line. The right hand steering toggle was attached. The left steering had detached when the jumper had taken hold of the toggles after deployment. Neither set of equipment was fitted with an AAD.

The Conclusions of the Board are that Carl and the other parachutist involved exited the aircraft at approximately 8,000ft AGL to carry out CF training jump. They deployed their parachutes within approximately 3 seconds of leaving the aircraft. Carl's main parachute deployed without problem. However, upon deployment, the other parachutist involved encountered a problem; his left steering toggle detached, making it difficult to control the parachute.

He informed Carl of the problem and that he intended to carry out his emergency procedures, which would be to cut-away his main parachute and deploy his reserve parachute. Carl then informed the other parachutist that, notwithstanding this problem, he would continue with the manoeuvre to link the parachutes together, so that he could guide them through some cloud which was in the area.

This decision goes against correct training on emergency procedures. If there is an emergency problem with the main parachute, such as a malfunctioned parachute, the planned CF jump should not continue and the relevant emergency procedures should be carried out.

Carl proceeded to link the two parachutes together and turn the pair back to the PLA, briefly going through some cloud. Once they were out of cloud, Carl informed the other parachutist that it was clear to cut-away and deploy his reserve parachute. However, the other parachutist observed two more parachutes below him and decided to wait until they had vacated the area. He informed Carl of his decision.

Once the area below was clear, Carl advised the other parachutist involved to cut-away his main parachute. This other parachutist did this, whilst Carl was still attached to the other parachutist's main parachute. This also goes against training on emergency procedures, as Carl should first have released his link on the other parachutist's parachute and moved a safe distance away from him before the other parachutist cut-away his main parachute, to allow space for the cut-away parachute to come away safely.

The other parachutist involved cut-away his main parachute and deployed his reserve parachute without further problem. However, as he cut-away his main parachute it entangled around the lower half of Carl's body.

At this stage, Carl attempted to release the entangled parachute. In the process, his left training shoe came off or was kicked off in an effort to release the parachute. Carl then used his knife, located on his chest strap, to cut entangled rigging lines to release the parachute. In order to do this, he had to release control of the parachute, by taking his right hand out of his steering toggle, and take hold of his knife. It is possible that he either forgot also to release the left steering toggle at the same time, or the toggle may have caught on his wrist-mounted altimeter, obstructing its release.

Not releasing the left steering toggle is the probable cause of the parachute's rotation to the left. As Carl was concentrating on releasing the entangled parachute, which he eventually did, he may not have realised that his parachute was rotating at the time.

It is likely that the entangled parachute was released between 2 - 3,000ft AGL, which should have enabled Carl either to rectify the rotation or carry out his emergency procedures. The Board do not know why he did not rectify the situation, but it is possible that he became disorientated, or he may perhaps have lost consciousness as the parachute was rotating so quickly.

The Panel therefore concludes that both Carl and the other parachutist, for whatever reasons, did not follow their training regarding the actions that should have been taken in the emergency situation in which they found themselves. However, the Board believe that it is understandable that the trainee CF jumper would take his lead from his coach.

Because of the speed of the rotation of Carl's main parachute, had the equipment been fitted with an Automatic Activation Device (AAD), it may have activated and deployed or partially deployed his reserve parachute, which may have slowed the descent rate enough to possibly lower his speed on impact with the ground.

The Recommendations of the Board are that parachutists should be reminded that:

- a. if their main parachute does not deploy correctly, they must immediately follow correct emergency procedures and deal with the problem and not continue with a planned Canopy Formation descent unless it becomes safe to do so. The emergency procedure is a plan of action to be conducted in a certain order or manner, in response to an emergency situation, and has been developed to be likely to result in the most positive outcomes;
- b. if carrying out a Canopy Formation descent and one or more parachutists need to cutaway their main parachutes, they should follow correct emergency procedure and first separate (unless they are already entangled together and therefore unable to do so);
- c. CF jumpers consider the benefits of fitting their equipment with AADs, as this is not mandatory.

It was proposed by Matty Holford and seconded by Kieran Brady that the Board of Inquiry Report including the Conclusions and Recommendations of the Board be accepted.

For: 9

Against: 0

Abstention: 1 (Paul Yeoman)

Carried

The Chair stated that as is BPA policy, a Panel of Inquiry would be convened to consider any peripheral aspects of the Board of Inquiry.

Paul Yeoman wished to record his thanks to Matt Denton and Sharon Beeson for their help and assistance following the fatal accident.

5. INCIDENT/INJURY REPORTS – RÉSUMÉ

- i) There had been 7 Student Injury reports received since the last STC meeting. 4 males and 3 females. 1 Student sprained her thumb moving about in the aircraft. Another dislocated his shoulder on deployment and another hurt her shoulder whilst flaring. The remaining reports were landing injuries.
- ii) Since the last meeting there had been 11 Injury reports received for 'A' Licence parachutists or above. 8 males and 3 females. One jumper sprained his finger getting up in the aircraft. Another had whiplash of her neck during a hard opening. The remaining injuries were on landing.
- iii) There had been 5 Student Malfunction/Deployment Problem reports received since the last meeting. 4 males and 1 female.
- iv) There had been 39 Malfunction/Deployment Problem reports received for 'A' Licence parachutists or above. 28 males and 11 females. These included a reserve opening in the aircraft. The pilot chute was smothered and the jumper landed with the aircraft. Another involved a jumper whose main deployed at 8,000ft whilst performing a back-loop and another where the jumper was rear floating outside the aircraft. His reserve pin got dislodged and he was pulled from the aircraft hitting another floater, without injury to either.
- v) Since the last STC there have been 9 Tandem Injury reports received. 6 males and 3 females. 2 dislocated their shoulders in freefall. One had a cut lip because a camera flyer caught the student with his leg. Another suffered pain to his ribs and face during an instant opening and 1 fainted under canopy. The remainder were on landing, including an Instructor.
- vi) A report had been received of a Tandem pair knocking over a videographer who was videoing another Tandem pair. Poor observation all round. No one was hurt.
- vii) There had been 13 Tandem Malfunction/Deployment Problem reports received, including one that involved a Tandem Instructor with over 14,000 Tandem descents, who deployed the drogue, but it did not inflate. He waited 6-8 seconds and deployed his reserve, which deployed without any issues. However, he realised he should have pulled the drogue release handle instead. No matter how many jumps a Tandem Instructor has, they can still get it wrong. Because of this the PTO are now getting their Tandem Instructors to carry out their emergency drills on a monthly basis. Some other PTOs already do this. 3 of the reports involved broken kill lines. Another involved a broken steering line. This could indicate that equipment maintenance could be improved.
- viii) A report had been received of a 3-way canopy entanglement while building a 4-way canopy diamond. The three entangled jumpers' cutaway and deployed their reserves.
- ix) Another report had been received, this time of a canopy collision. A jumper from a 4-way VFS team had completed her jump and deployed her canopy. As this was happening another jumper who was making an FF coaching jump, deployed her canopy and at the same time saw the other parachutist below her. As her canopy opened she hit the canopy below. The lower jumper had to cutaway and deploy her reserve. Neither were injured. It appeared there was a lack of separation between the groups.
- x) There had been 26 'off landings' reports received since the last meeting, including 4 Tandems and 8 other Students. The rest were experienced parachutists, including 3 wingsuit jumpers.
- xi) Ten reports were received of items coming off jumpers on exit or in free fall. 3 Student Tandem helmets, 3 other helmets, 1 pair of goggles, a shoe and 2 Student radios.

6. PROPOSED AMENDMENTS TO BPA OPERATIONS MANUAL

- a) At the STC meeting of the 6 April 2017 it was agreed that the COO would put a proposal forward regarding the renewal of various ratings/qualifications. The

suggestion by those present at the STC meeting was that all Instructor, pilot and coaching ratings/qualifications would be renewed annually from the 1 April each year and would be signed off by Chief Instructors only (except Balloon pilots). It was also agreed that Advanced Packer qualifications would be signed annually by a Chief Instructor or minimum of an Advanced Rigger. All Rigger rating renewal requirements would be unchanged.

The COO reported that there were a couple of minor changes to the N.B.s in the proposed amendments that had been circulated with the Agenda.

It is therefore recommended that the BPA Operations Manual be amended as listed below:

SECTION 2 (DESIGNATION AND CLASSIFICATION OF PARACHUTISTS), PARAGRAPH 6 (THE GRADING SYSTEM), New Sub-para 6.12. and N.B. below, to read:

6.12. COACH RATING RENEWALS

Coaching ratings expire on the 31st March each year, but may be renewed up to six months after that date. To renew a coaching rating the coach must satisfy his/her CI that he/she is current in all aspects of parachuting coaching relevant to his/her status.

N.B. A CI will require his/her coaching rating(s) countersigned for renewal by another CI other than him/herself.

SECTION 4 (INSTRUCTORS), PARAGRAPH 12 (INSTRUCTOR RATING RENEWALS), and N.B.(1) below sub-para 12.3, change to read:

12. INSTRUCTOR RATING RENEWALS

Instructor ratings expire on the 31st March each year, but may be renewed up to six months after that date. To renew an instructor rating the instructor must satisfy his/her CI that he/she is current in all aspects of parachuting instruction relevant to his/her status. During the preceding 2-year period the instructor must have completed a minimum of 60 parachute descents. However, if an instructor was unable to complete the 60-jump minimum in the previous 2-year period, the following may apply:

N.B.(1) A CI may not countersign the renewal application for him/herself. A CI will require his/her instructor rating(s) countersigned for renewal by another CI other than him/herself.

SECTION 6 (EQUIPMENT), PARAGRAPH 8 (PARACHUTE PACKING), N.B.(2) below sub-para 8.3.1. change to read:

N.B.(2) Advanced Packer ratings expire on the 31st March each year, but may be renewed up to six months after that date. To renew an AP rating the AP must satisfy an Advanced Rigger or Chief Instructor, that he/she is current in all aspects of advanced packing relevant to their status. Once an Advanced Packer rating has expired the packer may not exercise the privileges of that rating until the rating is renewed.

SECTION 9 (FLYING), PARAGRAPH 1 (PILOTS), Sub-paras 1.1.5. & 1.1.8. change to read: - Agenda stated sub-paras 1.1.4. & 1.1.5.

1.1.5. **Documentation.** Having satisfied all the above requirements, BPA Forms 108A (Initial Application), 108C (Flight Test Proforma), and 108D (Written Examination) are to be completed and sent with the appropriate fee to the BPA office who will then issue an Authorisation to Drop Parachutists Certificate. This certificate will be valid for a maximum of 1 year and will be renewable on the 31st March each year. (BPA Authorised Parachute Pilot Renewal Form 108G).

1.1.8 **Renewal.** In order to renew an Authorisation the applicant must have had a proficiency check (BPA Form 108E) within the previous twelve months. The application for renewal must be signed by a Chief Instructor (CI) who must be satisfied that the applicant is current with parachute dropping techniques, emergency procedures and relevant BPA Operations Manual requirements. If a renewal is not effected within two years of expiry, then a pilot must fulfil all the initial requirements.

SECTION 9 (FLYING), PARAGRAPH 1 (PILOTS), Sub-para 1.2.5. change to read:

1.2.5. **Documentation.** Having satisfied 1.2.1 - 1.2.4 above, BPA Form 109A is to be completed and sent to the BPA office who will then issue an Authorisation to Drop Parachutists Certificate. This certificate will be valid for a maximum of one year and will be renewable on the 31st March each year (BPA Form 109A).

Coaching Rating Application Forms (134 – 134H):

It was also proposed that the BPA Instructor, Pilot and Coaching Application/Renewal Forms be amended to reflect the above changes.

It was proposed by Kieran Brady and seconded by Dylan Bartle that the above BPA Operations Manual amendments including the various minor amendments and amended relevant BPA Forms be accepted.

Carried Unanimously

b). **BLOOD DONORS**

Since the change in the Medical Forms **SECTION 11 (MEDICAL), PARAGRAPH 2.5. (BLOOD DONORS), of the Operations Manual** is now in conflict with the new Medical Forms:

2.5. Blood Donors.

Sport parachutists are advised that parachuting and giving blood are not compatible. Whilst the quantity of blood is quickly replaced after donation, the necessary oxygen retaining qualities required at altitude are not.

It is therefore proposed that this paragraph is deleted. Also, that the previous Sub-para 2.6. now becomes 2.5.

It was proposed by Richard Wheatley and seconded by Mark Bayada that the above BPA Operations Manual amendments be accepted.

Carried Unanimously

c). **WING LOADING**

The COO Reported that Andy Duncan, CI – Cyprus, had been carrying out research regarding wing loading of Student main canopies and had noted that the Navigator 200 - 240 range only permits a wing loading of the following for students:

Nav 200 student recommended exit weight 59kg = wing loading of 0.649

Nav 220 student recommended exit weight 70kg = wing loading of 0.70

Nav 240 student recommended exit weight 83kg = wing loading of 0.760

It was pointed out that that this was less than the Operations Manual recommends.

It was therefore suggested that;

SECTION 6 (EQUIPMENT), PARAGRAPH 2 (EQUIPMENT USED BY STUDENT PARACHUTISTS), the N.B. following sub-para 2.1.3. becomes N.B.(1) and a new N.B.(2) be inserted to read:

N.B.(1) Exceptions to the above are permitted where a Canopy's Manufacturer has published advice that a higher wing loading is suitable. The manufacturer's higher limit may then apply.

N.B.(2) If a Canopy's Manufacturer has published advice that a lower wing loading is used. The manufacturer's lower limit must be applied.

Circulated to those present was an e-mail from Stuart Meacock opposing this proposal and giving his reasons why. Stuart had stated that he believed that the 0.8 & 0.85 limits we currently have, and have been using on PD Navigators for many years, to be more than adequate.

Matty Holford reported that he had recently spoken to PD and their response had been that they were in the process of rewriting their wing loading charts.

It was pointed out that the information regarding wingloading limits on the PD's website may also differ from that stated on the warning panel on the canopy being used. This could possibly be the case on older canopies.

Following discussion, it was the consensus of those present that until we had a definitive answer from the manufacturers on wingloading limits that whatever wingloading was stated on the warning panel on the particular canopy being used was the wingloading to use.

Following further discussion, it was proposed by Mark Bayada and seconded by Dylan Bartle that the above BPA Operations Manual amendments be accepted.

For: 11 (incl 1 by proxy) Against: 1 (proxy) Abstentions: 0

Carried

7. INSTRUCTOR COURSES

i) AFF/Tandem/Pre-Advanced Instructor Assessment Course

The Association wished to thank Target Skysports, Hibaldstow, for hosting the Course which took place between the 10 – 16 April. The course report had been circulated with agenda and was for information only.

ii) Instructor Course 2-2017

The Association also wished to thank Skydive Strathallan for hosting the Course from the 8 – 17 May. The course was for CSBI, AFFBI, TBI, CSI and AI candidates. This course report had also been circulated with agenda and was for information only.

8. PERMISSIONS

i) Two requests from Mark Bayada had been circulated with the agenda:

i. Rick Boardman's CSI rating to be converted to a CSI ground rating.

Mark had stated that that Rick has been a CSI for many years and is still current and enjoys teaching. However, he no longer satisfies the minimum jump criteria to enable him to continue to hold a full CSI rating.

ii. Chris Fawcett to have his CSBI rating reinstated.

Mark had stated that Chris successfully completed a CSBI course in February 2016. Unfortunately, due to military commitments he was unable to prepare for a CSI course. He has now been posted close to Netheravon and would like to re-start his preparation for a course.

Mark would like STC to consider reinstating his CSBI rating, which expired in February 2017, for one year to allow him time to prepare for attend a CSI course.

It was proposed by Mark Bayada and seconded by Pete Sizer that the above two proposals be accepted.

Carried Unanimously

9. A.O.B

- i) A letter from Maggie Penny had been tabled to those present requesting that Andrew Davies (Advanced/AFF/Tandem Instructor); Sean McKenna (CS/T Instructor 2002/7) and Rod McCrory (CS/T Instructor 2006/8), be permitted to be left in charge of Wild Geese in the absence of the CI, on a phone call basis to the STC/COO.

The COO reported that this was a requirement from 1995 when STC approved a proposal from the CI of Wild Geese that certain named Instructors could be left in charge of the Centre (which operates a split drop zone). This ensured that the Centre could still fully operate if the CI was on holiday/illness etc. He stated that at present only one of those Instructors, Judith Lees, was still active.

Maggie Penny had stated that the PTO has operated a split DZ since 1984, so the running of a separate PLA poses no additional problems for them (and in 33 years they have not experienced any). All of the Instructors for whom permission is sought frequently act as DZ control at Killykergan.

It was proposed by Maggie Penny (proxy) and seconded by Mark Bayada that the above request be accepted.

Carried Unanimously

- ii) An e-mail from Dylan Bartle had been tabled to those present requesting that Arran Tilley be permitted to attend a CSI course after only 3 months instead of the usual minimum of 6 months. Dylan had stated that Arran has recently been promoted in the RAF and was due to be on his promotion course in November which clashes with the CSI. Course. Dylan's proposal is that Arran be granted dispensation to attend his CSI course on the next available course (August at Headcorn). Due to his regular exposure to students, previous knowledge of parachuting within the Military and positive report from his BPA Examiners.

This proposal prompted a considerable discussion, and raised a number of concerns from those present. The Committee had no doubt with Arran Tilley's ability, but the time frame was the issue.

It was felt that there were too many implications that this request had raised that would require much more discussion and deliberation than time permitted this evening.

Following further consideration this request failed to find a seconder.

Dates of Next Meetings: Thursdays at 1900: 27 July, 21 September and
16 November at BPA HQ, 5 Wharf Way, Glen Parva,
Leicester LE2 9TF

5 June 2017

Distribution: Chairman BPA, Council, CIs, All Riggers, Advanced Packers, CAA, Editor – Skydive, File

AMENDMENTS TO BPA OPERATIONS MANUAL

At the STC meeting of the 1st June 2017 the following amendment was made to the BPA Operations Manual:

SECTION 2 (DESIGNATION AND CLASSIFICATION OF PARACHUTISTS), PARAGRAPH 6 (THE GRADING SYSTEM), New Sub-para 6.12. and new N.B. below, to read:

6.12. COACH RATING RENEWALS

Coaching ratings expire on the 31st March each year, but may be renewed up to six months after that date. To renew a coaching rating the coach must satisfy his/her CI that he/she is current in all aspects of parachuting coaching relevant to his/her status.

N.B. A CI will require his/her coaching rating(s) countersigned for renewal by another CI other than him/herself.

SECTION 4 (INSTRUCTORS), PARAGRAPH 12 (INSTRUCTOR RATING RENEWALS), and N.B.(1) below sub-para 12.3. change to read:

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N.B.(1) A CI may not countersign the renewal application for him/herself. A CI will require his/her instructor rating(s) countersigned for renewal by another CI other than him/herself.

SECTION 6 (EQUIPMENT), PARAGRAPH 2 (EQUIPMENT USED BY STUDENT PARACHUTISTS), the N.B. following sub-para 2.1.3. becomes N.B.(1) and a new N.B.(2) inserted, to read:

N.B.(1) Exceptions to the above are permitted where a Canopy's Manufacturer has published advice that a higher wing loading is suitable. The manufacturer's higher limit may then apply.

N.B.(2) If a Canopy's Manufacturer has published advice that a lower wing loading is used. The manufacturer's lower limit must be applied.

SECTION 6 (EQUIPMENT), PARAGRAPH 8 (PARACHUTE PACKING), N.B.(2) below sub-para 8.3.1, change to read:

N.B.(2)Advanced Packer ratings expire on the 31st March each year, but may be renewed up to six months after that date. To renew an AP rating the AP must satisfy an Advanced Rigger or Chief Instructor, that he/she is current in all aspects of advanced packing relevant to their status. Once an Advanced Packer rating has expired the packer may not exercise the privileges of that rating until the rating is renewed.

SECTION 9 (FLYING), PARAGRAPH 1 (PILOTS), Sub-paras 1.1.5. & 1.1.8. change to read:

1.1.5 **Documentation.** Having satisfied all the above requirements, BPA Forms 108A (Initial Application), 108C (Flight Test Proforma), and 108D (Written Examination) are to be completed and sent with the appropriate fee to the BPA office who will then issue an Authorisation to Drop Parachutists Certificate. This certificate will be valid for a maximum of 1 year and will be renewable on the 31st March each year. (BPA Authorised Parachute Pilot Renewal Form 108G).

1.1.8. **Renewal.** In order to renew an Authorisation the applicant must have had a proficiency check (BPA Form 108E) within the previous twelve months. The application for renewal must be signed by a Chief Instructor (CI) who must be satisfied that the applicant is current with parachute dropping techniques, emergency procedures and relevant BPA Operations Manual requirements. If a renewal is not effected within two years of expiry, then a pilot must fulfil all the initial requirements.

SECTION 9 (FLYING), PARAGRAPH 1 (PILOTS), Sub-para 1.2.5. change to read:

1.2.5. **Documentation.** Having satisfied 1.2.1 - 1.2.4 above, BPA Form 109A is to be completed and sent to the BPA office who will then issue an Authorisation to Drop Parachutists Certificate. This certificate will be valid for a maximum of one year and will be renewable on the 31st March each year (BPA Form 109A).

SECTION 11 (MEDICAL), PARAGRAPH 2 (GENERAL), Delete sub-para 2.5 (Blood Donors). Previous sub-para 2.6 (Foreign Parachutists) now becomes sub-para 2.5