

# British Parachute Association

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## Safety & Training Committee

Minutes of the meeting held on

**Thursday 21 September 2017 at 1900**

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

**Present:**

Jeff Montgomery	-	Chair STC/STO
Rob Spour	-	Target Skysports
Brucie Johnson	-	Blue Skies
Richard Wheatley	-	Skydive Langer
Pete Sizer	-	Skydive Headcorn
Matty Holford	-	JSPW(N)
Paul Yeoman	-	BKPC
Ryan Mancey	-	Go Skydive
Alex Busby-Hicks	-	Tilstock
Ian Roseninge	-	Peterlee
Stuart Meacock	-	Hinton Skydiving
Jay Webster	-	LPS
Dennis Buchanan	-	Skydive North West

**Apologies:** Mark Bayada (on a BPA Directors' Training Course), Iain Anderson, Dylan Bartle, Andy Duncan, Andy Clark, Reg Green, Mike Rust, Dave Wood, Sara Orton.

**In Attendance:**

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

**Observers:** Bryn Chaffe, Andy Pointer, Gary Stevens, Nathan Evans, Gordon Blamire, Noel Purcell, Mike Carruthers.

### Declarations of interest

The Chair invited declarations of interest relating to items on the agenda for this meeting. None were stated.

### ITEM    MINUTE

#### 1.    MINUTES OF THE STC MEETING OF 27 JULY 2017

It was proposed by Matty Holford and seconded by Brucie Johnson that the Minutes of the STC Meeting of 27 July 2017 be accepted as a true record.

**Carried Unanimously**

#### 2.    MATTERS ARISING FROM THE STC MEETING OF 27 JULY 2017

**Page 2 - Item 2 – (Matters Arising – Defence Safety Authority Recommendations to BPA)**. This was a main agenda item.

**Page 2 - Item 4 – (Fatality – Black Knights)**. The Chair reported that the Panel of Inquiry have finished their investigation. However, the Panel report has not been completed in time for presentation at this STC meeting. It will therefore, be presented at the next STC.

**Page 2 - Item 6 – (Proposed Amendments to the BPA Operations Manual)**. At the last STC meeting it was proposed to form a Working Group to look at the currency requirements for Instructor and coach qualification renewals. The Chair reported that, no volunteers had been found and no suggestions have been forthcoming. He stated that if STC agreed, himself and the COO would come up with a proposal for consideration at the next meeting. There were no objections raised to this by those present.

**Page 4 - Item 4 – (Incident/Injury Reports Resume (vi))**. At the last meeting, an incident had been reported where it had been noticed in the aircraft that an AAD on a Tandem rig was switched off. The Tandem pair landed with the aircraft. The AAD has been returned to the manufacturer for checking. The CI had believed that the AAD may not have been switched on, even though the TI and the Instructor who carried out the flight line check had insisted that it had been switched on. The report back from the manufacturer indicated that it had not been switched on. The CI has sent a written warning to the two Instructors leaving them in no doubt as to the seriousness of what happened. Both instructors (Dave Taylor & Mick Cosgrove) fully accepted the seriousness of what did and did not happen, both fully acknowledged the written warning, which will remain on file at the PTO. The CI who was present this evening provided further details.

There then followed discussion with regards to the actions taken by the Instructors concerned. Although CIs were satisfied to accept the actions taken by the CI on this occasion, they were under no doubt however, of the serious nature of this incident, and to the consequences that could have resulted.

The COO stated that it was his intention to also write to the Instructors concerned reminding them of their responsibilities, which would be kept on file at HQ.

### **3. RIGGERS' SUBCOMMITTEE MEETING OF 27 JULY 2017**

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

It was therefore proposed by Pete Sizer and seconded by Richard Wheatley that the Minutes of the Riggers' Subcommittee meeting of 27 July 2017 be accepted.

**Carried Unanimously**

Paul Applegate reported on the meeting held this afternoon (21 Sept) and stated that the Riggers' Subcommittee had discussed a paper by Karen Saunders, which she had written in response to issues found during TBI and TI Instructor courses held recently.

Paul Applegate stated that it had been highlighted that paperwork relating to Tandem equipment was being completed either incorrectly or not at all. This mainly concerned the Tandem 100 jump inspection (blue book) and related paperwork.

Karen's paper would be circulated with the Riggers' Subcommittee minutes for information.

Paul Applegate stated that the Riggers' Subcommittee also felt that TBI/TI candidates should have some knowledge of the paperwork that accompanies Tandem equipment, and that this was an area that should perhaps be considered by CIs.

The Chair provided further details and stated that the Subcommittee could perhaps look at adding this as a requirement for future TBI/TI Courses.

### **4. INCIDENT/INJURY REPORTS – RÉSUMÉ**

- i) There had been 5 Student Injury reports received since the last STC meeting. 2 males and 3 females. One student on her first free fall was unstable on deployment and caught her arm in the risers, bruising her arm. Another jumper on a Level 6 AFF jump, went into a spin, could not stop it and deployed her reserve bruising her leg on

opening. Another jumper had a hard opening, resulting in cracked ribs. All the other injuries were on landing.

- ii) Since the last meeting there had been 5 Injury reports received for 'A' Licence parachutists or above. 2 males and 3 females. One jumper dislocated her shoulder whilst carrying out canopy exercises on a canopy handling course. The other injuries were on landing.

There had also been a number of reports emanating from a POPS event. The first involved a 40-way FS jump. On break-off two jumpers, one aged 76 and the other aged 68, tracked away in the same direction. There appears to have been a collision, just prior to or on deployment. One jumper was knocked unconscious and was saved by his AAD firing. He landed with cuts and bruises. The other jumper was disorientated under canopy and landed in a field having cleared the twists prior to landing, without injury. Another 2 incidents involved a 70-year-old jumper, who on one jump had line twists, which he cut-away from, landing off the PLA. On another jump, he had the pop-top of his reserve ripped off on exit from the aircraft, resulting in a premature reserve deployment. On another jump, a 75-year-old jumper had borrowed a set of kit and flared too late, resulting in a broken ankle. Finally, a 70-year old jumper fell on landing, in gusty winds, in which he sustained soft tissue damage to his ankle.

- iii) There had been 4 Student Malfunction/Deployment Problem reports received since the last meeting. 2 males and 2 females.
- iv) There had been 42 Malfunction/Deployment Problem reports received for 'A' Licence parachutists or above, including 4 wingsuit jumps. 32 males and 10 females.
- v) Since the last STC there had been 18 Tandem Injury reports received. 5 males and 13 females. These included 2 to Tandem Instructors. The majority being minor.
- vi) There have been 25 Tandem Malfunction/Deployment Problem reports received.
- vii) Two reports have been received of AAD firings, in addition to the one previously mentioned. The first involved a jumper carrying out a harness turn for landing on a Valkrie 90. The Vigil II fired, resulting in two canopies out. He landed safely. The second was a similar incident. A jumper was starting a sloop landing on a JVX 90 when the Mars 2 AAD fired, also resulting in 2 canopies out. He landed safely.

The Chair stated that the jumper concerned had believed the AAD had been set to 'speed' mode, which it wasn't. He reminded jumpers that if they are using the 'speed' mode on the Mars M2 AAD, it needs to be selected each time during the starting sequence of the AAD.

- viii) There had been 21 'off landings' reports received since the last meeting, including Tandems.
- ix) Nine reports were received of items coming off jumpers on exit, in free fall or on deployment. 6 helmets, 3 cameras and pair of goggles with glasses.
- x) Two reports had been received of canopy entanglements whilst carrying out CF.
- xi) 4 reports had been received involving aircraft. The first was a hard landing of a Cessna Caravan, after the jumpers had exited. The landing caused extensive damage to the aircraft. The pilot was taken to hospital with shock. The second was also a hard landing of a Cessna 206, causing damage to the prop and the nosewheel. The third involved a glider that was spotted overhead the PLA when the jump aircraft was in the air. The jump was put on hold until the glider had left the area. The last was a reserve deployment in an aircraft, probably caused by the reserve pin being knocked. The jumper landed with the aircraft.

## **5. DSA REPORT WORKING GROUP**

The COO reported that a copy of the Defence Safety Authority (DSA) Report into the fatality

at Skydive Bad Lippspringe in 2015 had been circulated with the agenda for the April STC meeting. He stated that in its Report, DSA made recommendations to a number of parties including the Commander British Forces Germany (1 recommendation), the President of RAPA / RAPA (24 recommendations), the Chief Operating Officer of the BPA / BPA (11 recommendations), the Armed Forces Sports Board (3 recommendations) and AOC 22 (Trg) Gp, RAF (7 recommendations), a total of 46 recommendations to 5 parties.

The COO stated that a Working Group (WG) was formed to consider the DSA recommendations made to the BPA. The WG consisted of; the COO, the STO, John Hitchen, Mark Bayada, Dylan Bartle and Richard Wheatley.

The WG's Report had been circulated with the agenda for this meeting.

The 11 DSA recommendations to the BPA were [numbers in brackets refer to the reference in the DSA Report]:

- a. [1.4.43 a] The Chief Operating Officer of the BPA should consider the introduction of 1<sup>st</sup> Party Assurance on the re-packing element of the 6-monthly reserve parachute check.
- b. [1.4.54] The Chief Operating Officer of the BPA should review and revise the BPA Basic Freefall course syllabus to include training on actions to be conducted in the event of a collision and/or entanglement with another parachutist.
- c. [1.4.63] The Chief Operating Officer of the BPA should define the minimum height below which conducting the reserve drill becomes dangerous during student parachute descents.
- d. [1.4.97 a] The Chief Operating Officer of the BPA should mandate the separation of the DZ Controller and STD duties when despatching 2 student parachutists per pass.
- e. [1.4.173 a] For 3<sup>rd</sup> Party assurance, the Chief Operating Officer of the BPA should ensure that parachute operations for student parachutists are audited during the formal BPA audit process and that documentation should be amended accordingly.
- f. [1.4.195 a] The BPA should reiterate the requirement for qualified personnel only to deliver parachute training.
- g. [1.4.231 c] The Chief Operating Officer of the BPA should include a lesson plan on student talk down (STD) with specific instructions and terminology.
- h. [1.4.247 a] The Chief Operating Officer of the BPA should clarify the wing loading policy applied to main canopies for the first 2 student descents in order to remove ambiguity.
- i. [1.4.254] The Chief Operating Officer of the BPA should clarify the most suitable means of identifying student parachutists during STD and publish the findings in the BPA Operations Manual.
- j. [1.4.258] The Chief Operating Officer of the BPA should confirm the requirement for despatch order by weight in relation to wing loading and parachute sizes for student parachutists.
- k. [1.4.260] The Chief Operating Officer of the BPA should define the turns permissible for student parachutists during the first 2 descents and publish its findings in the BPA Operations Manual.

The above DSA recommendations to the BPA were all addressed by the WG, who made the following recommendations to STC:

- a. [1.4.43 a]
  - i. Adopt guidelines prepared by the BPA Riggers' Subcommittee for those signing packers' rating renewals. These guidelines are reproduced at Appendix C of the report.

- ii. PTOs should carry out occasional self-audits of packing documentation as part of their Safety Management System (SMS). These self-audits will be inspected during BPA PTO Audits.

The WG has produced a Draft Category System Training Manual. This Manual is reproduced at Appendix D of the report, and covers the DSA recommendations to the BPA as indicated below:

- b. [1.4.54 a] - procedures for canopy collisions and entanglements;
- c. [1.4.63 a] - the teaching of minimum cutaway heights;
- d. [1.4.97 a] - the duties of Student Talk Down;
- g. [1.4.231 c] - procedures for canopy collisions and entanglements (see also a separate recommendation about the CAA Parachutists Aeronautical Radio Operators Guide, below);
- i. [1.4.254] - procedures for Student Talk Down, including the identification of parachutists;
- j. [1.4.258] - procedures and considerations to be applied for the loading of aircraft in relation to parachutists' weight, wing loading and descent rates;
- k. [1.4.260] - procedures and instructions to be given to Student Parachutists under canopy.
- e. [1.4.173 a]

The WG recommend that PTOs should ensure that their SMS system encourages a balanced approach to their SMS assessments. It is key that both active, practical jumping as well as ground-based or paperwork-based assessments are completed. Talk down, flight line operations, DZC, Spotting and Jumpmaster activities should all be included in SMS assessments with perhaps particular attention to activities that involve less experienced and potentially more vulnerable jumpers such as students.

BPA audits of PTOs will examine a PTO's SMS for a balance of these practical aspects as well as the ground, documentation-based work. BPA Audits should consider a review of a PTO's lesson plans with the addition of this requirement added to BPA Audit Form 170.

Following the appointment of a new Chief Instructor at a PTO, the BPA will offer assistance by arranging an early Audit or visit to offer advice to the incoming CI.

- f. [1.4.195 a]

The WG made no further recommendations to those of the BPA Panel of Inquiry.

- g. [1.4.231 c]

In addition to the procedures for canopy collisions and entanglements in the Draft Category System Training Manual (Appendix D), the CAA Parachutists Aeronautical Radio Operators Guide (BPA Form 125) has also been updated to include more helpful information (see Appendix E).

- h. [1.4.247 a]

The WG considered the current provisions set out in the OM on wing loading criteria to be unambiguous.

The WG also considered 2 further recommendations from the DSA report, which were to AOC 22 (Trg) Gp, RAF. These are below, with the WG's own recommendations to AOC 22 (Trg) Gp, RAF:

- a. DAS Report Recommendation 1.4.265: AOC 22 (Trg) Gp, RAF, should clarify the rationale for working in excess of the BPA limitations for instructor/student ratios at JSAT Centres.

In 1997 JSAT Centres were given permission from the BPA STC to train up to 15 Student Parachutists on a Category System Basic Training Course. However, the BPA maximum number is 12 Students on a course. Also, the maximum number of military students on a Category System Training Expedition course is 12.

The BPA WG therefore recommends that JSAT military courses revert to a maximum of 12 Students per course. This will help prevent confusion and come in line with the requirements of the BPA Operations Manual.

- b. DAS Report Recommendation 1.4.184: The AOC 22 (Trg) Gp, RAF, should clarify and publish the requirement for a PES. This should entail the specific duties expected of a PES in the form of a Tore for the role.

It is a requirement that the Parachute Expedition Supervisor (PES), now called a Parachute Lead Instructor (PLI) responsible for safety on military parachuting expeditions has the minimum qualification of a BPA Advanced Instructor (AI). However, because of the dwindling numbers of serving military Advanced Instructors, the requirements were lowered to include that of a Category System Instructor or Accelerated Free Fall Instructor (depending on the type of training on the Expedition) who has JSAT experience and has previously been on a parachuting expedition. All are required to attend an evaluation/training day prior to be included on a list of PLIs.

The majority of Expeditions endeavour to qualify the candidates to BPA 'A' Licence level. However, it requires an AI to certify the licence application. If there is no AI as part of the Expedition, this cannot be carried out as part of the Expedition.

The BPA WG therefore recommends that Parachuting expeditions revert to the requirement for a minimum that the PLI be an Advanced Instructor.

Following consideration, it was proposed by Richard Wheatley and seconded by Alex Busby-Hickes that the above WG Report, including the recommendations and CSI Manual should be accepted.

For: 11                      Against: 0                      Abstention:1 (Matty Holford)

**Carried**

The COO expressed his thanks to the members of the Working Group for all their hard work in preparing the report. He also thanked the STO for producing the CSI Manual.

STC also expressed its thanks to the Working Group for their hard work.

## **6. REVISED STC & RIGGERS' SUBCOMMITTEE TERMS OF REFERENCE (ToRs)**

Copies of both the current STC and Riggers' Subcommittee ToRs had been circulated with the agenda, along with proposed amended copies. The changes to the proposed amended copies were highlighted. The changes mainly dealt with voting procedures for the Chair of the Riggers' Subcommittee and the disciplinary procedures for STC.

The COO reported that the amended Riggers' Subcommittee ToRs had been accepted by the Riggers' Subcommittee at their meeting this afternoon.

It was therefore proposed by Pete Sizer and seconded by Ian Rosenvinge that the amended Riggers' Subcommittee ToRs be accepted.

**Carried Unanimously**

Ian Rosenvinge stated that in his opinion it should be for Council who formally approves the STC ToRs.

CIs present supported the amendments to the STC ToRs and they recommended to Council that the amended STC ToRs be accepted.

## 7. **INSTRUCTOR COURSES**

### i) Instructor Course 3-2017

The Association wished to thank Skydive Headcorn for hosting the Course from the 7 – 16 August. The course was for CSBI, TBI, CSI, AFFI, TI, Pre-AI Assessment, AI and IE candidates. The Course Report had been circulated with the Agenda and included a number of recommendations:

- a. Category System Instructor Course: That Darrell Gibson is granted a six-month extension to his Category System Basic Instructor rating which would enable to him to return on a CSI course once his CI deems he is ready to do so.
- b. Accelerated Free Fall Instructor Course: That both Alex Clark & Edward Moss are given six-month extensions to their Category System Basic Instructor & Accelerated Free Fall Basic Instructor ratings which would enable them to return on an examination course once their CI deems them ready to do so.

*Note: Alex Clark attended the next AFFI Course at Hibaldstow from the 11 September and was successful being awarded his AFFI rating. Therefore, there is no need for an extension to his CSBI rating.*

It was proposed by Jay Webster and seconded by Ryan Mancey that the above recommendations be accepted, minus the extension to Alex Clark's CSBI rating.

**Carried Unanimously**

### ii) Tandem and Accelerated Free Fall Instructor Course

The Association wished to thank Target Skysports, Hibaldstow, for hosting the Course, which took place from the 11 – 16 September. At the end of the week there were still two candidates to complete the course. The two candidates went to Netheravon on the 20 September, Olga Hatcher completed her jumps and was awarded her TI rating. The other candidate still has 2 jumps to complete.

Within the conclusions to the report it was noted that; 'The candidates were generally well practised for their suspended harness drills. However, discussion took place by Examiners and Candidates with regard to the actions in the event of 'the drogue in tow once the secondary handle has been pulled', whether it is best to cutaway prior to deploying the reserve. In addition to this, the Examiners would like to see; 'the camera flyer entangled within the drogue' scenario added to the malfunctions tree.

The Chair stated that these scenarios will be discussed at the next Tandem Working Group meeting and welcomed an input by CI's on this matter. The Course report had been circulated to those present for information.

## 8. **PERMISSIONS**

- i) An e-mail from Pete Sizer had been circulated with the agenda requesting an extension to the AFFBI rating of Alex Leslie, which expired at the end of August 2017. Pete had stated that Alex completed his AFFBI course in August 2016 and despite being a very active camera jumper, he has not yet spent enough time in the classroom to be ready for the exam course.

It was proposed by Pete Sizer and seconded by Stuart Meacock that the above request be accepted

**Carried Unanimously**

- ii) A letter had been circulated with the agenda from Vance Allen, team leader of the Jump 4 Heroes display team, requesting permission to jump into the National Memorial Arboretum on the 7 October 2017. The PLA falls outside of the Operations Manual requirements and measures 100 metres x 40 metres, that narrows to 25 metres at one end. Pictures of the area were included with the request. If acceptable the self-imposed restrictions would be:
- i. Minimum 500 jumps per jumper.
  - ii. Minimum 20 display jumps.
  - iii. All display jumpers will use their respective J4H display canopies.
  - iv. Wind restriction of 15 knots maximum, further reduces to 10 knots if a cross wind.
  - v. All jumpers will be at PLA before the display. Jump aircraft is a Bell 206 launch from site.

Matty Holford asked for clarification on a number of points due to a recent incident on a display. It was confirmed that STC had accepted a similar request last year, and the display had gone as planned.

Following consideration, it was proposed by Brucie Johnson and seconded by Ian Rosenvinge that the above request be accepted.

For: 11 (incl. 1 by proxy)    Against: 1 (Alex Busby-Hicks)    Abstention: 1 (Matty Holford)

**Carried**

## 9. **A.O.B**

i) Chair, Riggers' Subcommittee

The Chair reported that nominations for the Chair of the Riggers' Subcommittee must be in to the BPA HQ by Friday 27 October, using BPA Form 211A. A copy of the form would be circulated with the STC and Riggers' Minutes. Copies were also available on the BPA web-site. Nominations will go out with the next STC Agenda for consideration at the November meeting.

ii) Pilot's ratings

The Chair reminded CIs that pilot's ratings are to be renewed annually from 2018.

iii) Magazine Articles

The Chair reported that the Editor of the BPA Mag, Liz Ashley, has asked him to mention to STC members that she is always on the lookout for safety and educational articles, particularly with good photos. Even 'everyday' stuff like normal wear and tear on kit, untwisting your brake lines, flight-line checking, safety stuff etc. Liz had said that she was sure that CIs would be able to think of something that has happened on their DZ this year that can be learned from. If they all wrote it up into an article each, or got the person involved to do so, she would be sorted for the next year!

Please pass the message on to instructors and coaches on their DZ. Liz is sure lots of them will have a piece of advice to share, so please let them know they would be most welcome. Good writing skills are not even needed as she will fully proofread everything!

Date of Next Meeting:                      Thursday 16 November 2017 at 1900  
    at BPA HQ, 5 Wharf Way, Glen Parva,  
    Leicester LE2 9TF

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