

British Parachute Association

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Safety & Training Committee

Minutes of the meeting held on

Thursday 16 November 2017 at 1900

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

Present:

Jeff Montgomery	-	Chair STC/STO
Rob Spour	-	Target Skysports
Richard Wheatley	-	Skydive Langar
Matty Holford	-	JSPW (N)
Mark Bayada	-	APA
Pete Sizer	-	Skydive Headcorn
Brucie Johnson	-	BSFC
Paul Yeoman	-	BKPC
Dennis Buchanan	-	Skydive North West
Dylan Bartle	-	RAF Weston on the Green
Jay Webster	-	LPS
Dave Wood	-	CPC
Jason Farrant	-	Skydive Buzz
Stuart Meacock	-	Hinton Skydiving
Mike Rust	-	SCC Ltd
Sara Orton	-	Skydive GB
Kieran Brady	-	Skydive Strathallan
Ryan Mancey	-	Go Skydive

Apologies: Andy Duncan, Andy Clark, Iain Anderson, Ian Rosenvinge.

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: Ben Wood, Chris Fowler, Andy Shaw, Kay Carruthers, Mike Carruthers, Gary Stevens, Rick Boardman (*until item 6*), Dave Major (*until item 6*), Bryn Chaffe.

Declarations of interest

The Chair invited declarations of interest relating to items on the agenda for this meeting. Paul Yeoman declared an interest in Item 6 of the Agenda.

ITEM MINUTE

1. MINUTES OF THE STC MEETING OF 21 SEPTEMBER 2017

It was proposed by Brucie Johnson and seconded by Matty Holford that the Minutes of the STC Meeting of 21 September 2017 be accepted as a true record.

Carried Unanimously

2. **MATTERS ARISING FROM THE STC MEETING OF 21 SEPTEMBER 2017**

Page 2, Item 2 – (Matters Arising – Fatality Black Knights). This was a main agenda item.

Page 2, Item 2 – (Matters Arising – Proposed Amendments to BPA Operations Manual). This was a main agenda item.

Page 6, Item 6 – (Revised STC & Riggers' Subcommittee Terms of Reference). The Chair reported that the revised Terms of Reference had been accepted by Council.

Page 7, Item 7 – (Instructor Courses). The Chair reported that since the last STC meeting, Lee Winters on the Tandem Instructor course at Hibaldstow had now completed the 2 remaining jumps required to finish off the course, and Lee had been awarded with his Tandem Instructor rating.

Page 7, Item 8 – (Permissions (i)). The Chair reported that at the last STC meeting, Alex Leslie from Headcorn had been given an extension (6-months) to his AFFBI rating. However, that extension would expire before the first AFFI course in March 2018. He stated that there was also an AFFI course taking place in April 2018, and it was suggested that it may be worth extending Alex Leslie's AFFBI rating until the April 2018 course.

It was proposed by Dylan Bartle and seconded by Stuart Meacock that Alex Leslie's AFFBI rating be extended until April 2018.

Carried Unanimously

Page 8, Item 9 – (A.O.B.(i) – Chair Riggers' Subcommittee). This was a main agenda item.

3. **RIGGERS' SUBCOMMITTEE MEETING OF 21 SEPTEMBER 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 21 September 2017 be accepted.

Carried Unanimously

Paul Applegate reported on the meeting held this afternoon (16 Nov) and stated that the Riggers' Subcommittee had received a verbal report from Rick Boardman (Chair of the Equipment Inspection Policies Working Group) that had met just prior to the Riggers' Subcommittee meeting this afternoon.

Rick Boardman who was present at STC reported that the WG had been asked to consider the wider implications to the Association regarding manufacturer's recommendations and the belief by some that there is a BPA system of certifying equipment every 6 months. This had followed a notice on the UPT website (dated 1 June 2016), concerning the Mandatory re-certification of Vector Tandem Reserve canopies.

Rick stated that the WG would be concentrating on 'orphaned' equipment (reserves and harnesses), where the manufacturer no longer exists, and no one has obtained design authority to control the product. Initially, it is the intention of the WG to contact Parachute reserve and harness manufacturers to glean further information into their lifing policies. The WG would then try to come up with a suitable lifing policy for equipment that falls within this classification for consideration by Riggers and STC.

A number of points were raised by CIs present, which the WG would take into consideration.

4. **ELECTION OF RIGGERS' SUBCOMMITTEE CHAIR**

The Chair reported that following a previous change in the Terms of Reference for the STC and the Riggers' Subcommittee it is for STC to elect the Chair of Riggers' Subcommittee. He stated that only one nomination had been received (Paul Applegate).

Therefore, there was no contest and Paul Applegate becomes Chair of the Riggers' Subcommittee for 2018.

The Chair stated that Paul Applegate would need to be co-opted onto STC for 2018. Co-opted members are non-voting members.

It was therefore proposed by Jay Webster and seconded by Bruce Johnston that Paul Applegate be co-opted to STC for 2018.

Carried Unanimously

5. INCIDENT/INJURY REPORTS – RÉSUMÉ

- i) There had been 6 Student Injury reports received since the last STC meeting. 4 males and 2 females. One student injured his neck during a PLF lesson. Another was cut on the chin by the radio antenna of his student radio when it struck him on deployment. The other injuries were on landing.
- ii) Since the last meeting there had been 11 Injury reports received for 'A' Licence parachutists or above. 9 males and 2 females. One jumper sprained his ankle on a tracking jump when he transitioned from front to back-to-earth and contacted another jumper. Another jumper had a neck injury after a very fast and hard opening. Another dislocated his shoulder on exit. The other injuries were on landing, including an experienced jumper with 1688 jumps who made a low turn on a high-performance canopy, sustaining head injuries. Also, a jumper with 886 jumps caught his cutaway pad as he was making a final turn for landing, which resulted in the release of one side of the risers at about 50ft. He sustained bruising to his back.

The CI concerned was able to provide further details of the incident and reported that the jumper involved was wearing a camera suit. He stated that they had been unable to replicate the incident on the ground.

- iii) There had been 7 Student Malfunction/Deployment Problem reports received since the last meeting. 5 males and 2 females.
- iv) There had been 9 Malfunction/Deployment Problem reports received for 'A' Licence parachutists or above. 8 males and 1 female.
- v) Since the last STC there had been 6 Tandem Injury reports received. 4 males and 2 females.
- vi) There had been 11 Tandem Malfunction/Deployment Problem reports received.
- vii) Two reports had been received of AAD firings. The first involved a jumper with 25 jumps who lost altitude awareness, because his altimeter stopped working. He deployed his main low and his Vigil fired as his main deployed. The reserve stayed in the bag and he landed without further incident. The second was an experienced jumper with 560 jumps, who jumped wearing a thick pair of gloves, who could not grip his deployment toggle. He tried to remove the gloves and deployed his reserve as the AAD fired.
- viii) There had been 21 'off landing' reports received since the last meeting, 5 of which were Tandems.
- ix) Eight reports were received of items coming off jumpers on exit, in free fall or on deployment. 6 helmets, 1 handy-cam and 1 trainer.
- x) One report has been received of a canopy entanglement whilst carrying out CF.

6. REPORT OF PANEL OF INQUIRY – CARL MARSH FATALITY

The Panel of Inquiry which followed the Board of Inquiry into the death of Carl Marsh at the Black Knight's Parachute Centre completed their Report on the 22 September. The Panel was chaired by Bryn Chaffe and the other members were: Paul Hollow and Iain Anderson. The

Panel Report had been circulated with the Agenda.

The Chair reported that the Panel made a number of recommendations. He stated that the recommendation with regard to Paul Yeoman was: 'That the BPA should send Paul Yeoman a letter to remind him of his responsibilities as a CI with reference to the issues contained within conclusions of the report.'

It was noted in the report that Paul Yeoman has accepted the recommendation of the Panel with regard to him. Therefore, this recommendation was for STC's information only.

The recommendations to STC were:

- a. Categorise CF equipment as "specialised" equipment, that should be annotated on a packing certificate as such, especially given the complexity of packing, if no packing certificate held an annotation in the jumper's logbook, signed by the appropriate instructor/coach/packer.
- b. 'Require clearance to pack CF equipment' should be added to the requirements for CF1 grade. This requirement should be included in the BPA Operations Manual and CF Manual.
- c. Ensure CF equipment used on a BPA roadshow, or on a course organised and run by a PTO, must have suitable packing, maintenance and historical records. Any equipment planned for use in such a roadshow/course must have suitable records prepared in advance and have all subsequent packing recorded in stages. The equipment must be packed by packers with the appropriate endorsements on their packing certificates.
- d. Require AADs to be fitted to CF equipment when being used on any CF training or demonstration, including BPA Competitions Skills Coaching Roadshows.
- e. The BPA CF Manual should be updated and amended to include specific warnings regarding emergency procedures, especially with regard to not to rescue cutaway canopies or components during any phase of the jump. Also, to ensure sound communication and reasoning when dealing with a malfunction or other issue.
- f. Investigate providing contact information of organisations able to support members who have witnessed a sport parachuting fatality or other serious incident. Perhaps in the form of a leaflet or business-style card which could be given out in the immediate aftermath of a serious incident.
- g. Consider giving further training regarding dealing with serious incidents to all Chief Instructors and senior instructors. This may be in the form of a document or Power Point presentation which can easily be distributed to and re-used by BPA PTOs. Further, the BPA could possibly address the training of potential Advanced Instructors in the specialised areas of DZ management. i.e. SMS, risk assessments and H&S procedures and this be tested during the examination phase of the AI course.
- h. Amend the BPA Operations Manual requirement to act as a DZ Controller to include a full briefing by the CI on their PTO Incident and Fatality Procedures, including the location of first aid kits and fire extinguishers (as appropriate) and details of incident response policy.
- i. Due to the complexity and responsibility now placed on DZ Controllers, the BPA should look at increasing the requirements from a BPA "B" licence holder to a BPA "C" licence holder in order to act as a DZ Controller.

Circulated to those present was correspondence from Pete Sizer and Ian Rosenvinge containing their thoughts and comments regarding the Panel's recommendations.

The COO stated that because of the number of recommendations made by the Panel, it is suggested that a Working Group be formed to consider the wider implications of the recommendations in detail following consultation with Competitions Committee and Council, as it was felt that some of the recommendations were outside the scope of STC. He believed that Pete Sizer's and Ian Rosenvinge's comments should also be passed onto the Working Group for consideration.

Some discussion ensued with regard to the Panel's Conclusions in their Report, particularly in relation to Para 6.8.4, the wording of which was adjusted slightly.

Following further consideration, it was proposed by Mark Bayada and seconded by Richard Wheatley that the Panel of Inquiry Report following the Board of Inquiry into the death of Carl Marsh, and the amendment to the Panel Conclusions, be accepted by STC and that the Recommendations to STC be considered by a Working Group that will report back to STC.

Carried Unanimously

7. PROPOSED AMENDMENTS TO BPA OPERATIONS MANUAL

At the last STC meeting on the 21 September, it was agreed that the COO would put suggested amendments forward to STC with regard to requirements for the renewal of BPA Instructor and Coach ratings, in addition to those already required. The COO stated that the recommendations were made with the assistance of Mark Bayada. The recommendations are:

SECTION 2 (DESIGNATION AND CLASSIFICATION OF PARACHUTISTS). Paragraph 6 (The Grading System), Sub-para 6.12 (Coach Rating Renewals). Change to read:

6.12. COACH RATING RENEWAL

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 and has completed the following.

6.12.1. Completed a minimum of five lessons / briefs during the preceding year.

6.12.2. For all disciplines that require in-air coaching, the coach must have completed a minimum of 30 descents in the previous year, of which 5 must be coaching descents.

N.B.(1) Where coaches hold more than one rating, the 5 coaching descents are a total of all their coaching descents and not per discipline.

N.B.(2) 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). Change to read:

12. INSTRUCTOR RATING RENEWALS

12.1. 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. CIs should pay particular attention to the following:

12.1.1. The number of lessons from the Basic Training Syllabus taught.

12.1.2. The number of progression briefs taught.

12.1.3. The number of students talked down.

12.1.4. In the case of CSIs; the number of Static Line and Free Fall students despatched.

12.1.5. In the case of AFFIs, the number of AFF instructional descents.

12.2. 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:

- 12.2.1. CSIs that have held a CSI rating for a minimum of 3 years and hold a BPA 'D' Licence are required to have completed a minimum of 40 descents during the preceding 2-year period.
- 12.2.2. CSIs that have held a CSI rating for a minimum of 10 years are required to have completed a minimum of 40 descents during the preceding 2-year period.
- 12.2.3. AIs and IEs are not required to have completed a minimum number of descents in the previous two years, including coaching and instructional jumps, to renew their ratings provided they have held their rating for a minimum of 3 years. In the case of IEs, they are only permitted to carry out in-air evaluations on a BPA Instructor Course provided they are current and only at the discretion of the course director.

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.

N.B.(2) Once an instructor rating has expired the instructor may not exercise the privileges of that rating until the rating is renewed.

N.B.(3) Tandem Instructor rating renewals, also refer to para 5.7. above.

N.B.(4) The above (12.2.1. – 12.2.3.) does not apply to AFF Instructor ratings.

N.B.(5) All instructors (excluding TBIs or TIs) are required to hold a current Parachuting Radio Operator's Certificate of Competence.

The COO clarified a number of points concerning the proposed amendments, after which it was proposed by Rob Spour and seconded by Ryan Mancey that the above amendments to the BPA Operations Manual be accepted.

Carried Unanimously

8. INSTRUCTOR COURSES

The Association wished to thank Target Skysports, Hibaldstow, for hosting Instructor Course 4-2017 from the 6 – 15 November 2017. The Course Report had been circulated to those present.

There was one recommendation from the Report that required STC ratification:

'That Matthew Starmer be granted a six-month extension to his CSBI rating'.

It was proposed by Dylan Bartle and seconded by Dennis Buchanan that the above recommendation be accepted.

Carried Unanimously

9. PERMISSIONS

- i) An e-mail from Ian Rosenvinge had been circulated with the Agenda requesting a further six-month extension to the CSBI rating of Lee Sample. Ian had stated that he felt that Lee would be better prepared for a CSI course if his rating was extended.

Rob Spour expressed some concern with regard to CSBI extension requests, particularly if it resulted in a CSBI then taking two years from gaining their rating to completing a CSI Course.

Rob stated that he felt that the validity period of twelve months from the date of issue for a CSBI rating was there for a reason, and that these requests did nothing to assist the Instructor or the Student.

This generated some discussion, CIs present agreed that Rob Spour had a valid point. However, it was pointed out that STC always considers requests on individual merit. Nevertheless, the Committee felt that CIs should not be blasé when putting forward exemptions for consideration.

Following further consideration, the above request failed to find a seconder.

- ii) An e-mail from Dylan Bartle had been circulated with the Agenda requesting a six-month extension to CSBI rating of Stuart Males. Dylan had stated that Stuart was due to attend his CSI course in November, but due to Military commitments he had not been able to complete all the requirements on his Proficiency Card.

It was proposed by Dylan Bartle and seconded by Mike Rust that the above request be accepted.

Carried Unanimously

10. A.O.B

- i) Circulated to those present was an e-mail from Pete Sizer requesting a 6-month extension to the CSBI rating of Chris 'Smudge' Smith who is a member of the Tigers display team, based in Germany. Pete had stated that Chris had completed his CSBI course in February 2017, but had not had the opportunity to do enough teaching to book in on a CSI course, especially as Skydive Bad Lippings had ceased operations. Chris had made several Tandem jumps and dispatched students at Headcorn during the summer.

It was proposed by Pete Sizer and seconded by Matty Holford that the above request be accepted.

For: 15

Against: 0

Abstentions: 2

Carried

- ii) The Chair asked CIs if they had anyone they wished to nominate for the Mike Forge Trophy (New Skydiver of the Year) to please send details of their nomination to the Chief Operating Officer before the end of the year.
- iii) The Chair expressed his thanks to STC members for their support throughout the year and wished them a Merry Christmas and a Happy New Year. He also hoped that as many as possible would be attending BPA's 'Skydive the Expo' and AGM, at the East Midlands Conference Centre, Nottingham on Saturday 27 January 2018. Also, on the Friday the various meetings of DZOs, Tandem Instructors or Riggers & Advanced Packers, which were for pre-registered members.

Date of Next Meeting: Thursday 1 February 2018 at 1900
at BPA HQ, 5 Wharf Way, Glen Parva,
Leicester LE2 9TF

21 November 2017

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

AMENDMENTS TO BPA OPERATIONS MANUAL

At the STC meeting of 16 November 2017 the following amendments were made to the BPA Operations Manual:

SECTION 2 (DESIGNATION AND CLASSIFICATION OF PARACHUTISTS), Paragraph 6 (The Grading System), Sub-para 6.12 (Coach Rating Renewals). Change to read:

6.12. COACH RATING RENEWAL

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