

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 2 April 2015 at 1900

at the BPA Office, 5 Wharf Way, Glen Parva, Leicester LE2 9TF

Present:

John Hitchen	-	Chair STC
Paul Floyd	-	22 Tng Gp RAF
Noel Purcell	-	Target Skysports
Peter Sizer	-	Skydive Headcorn
Mike Rust	-	Skydive Chatteris
Ray Armstrong	-	Skydive GB
Paul Yeoman	-	Black Knights
Gary Stevens	-	LPS
Bryn Chaffe	-	Skydive St George
Iain Anderson	-	Skydive St Andrews
Ian Roseninge	-	Peterlee
Hans Donner	-	Go Skydive
Richard Wheatley	-	BPS, Langar
Stuart Meacock	-	Hinton Skydiving
Kieran Brady	-	Skydive Strathallan
Mark Bayada	-	APA

Apologies: Tony Butler (COO), who was attending the PIA Meeting in USA, Jason Thompson, Nader Afsharian (new CI RAPA), Carl Williams, Matty Holford, Dave Wood, Brucie Johnson, Phil Collett (new CI Pilgrims), Jason Farrant, Alex Busby-Hicks, Chris McCann.

In Attendance:

Jeff Montgomery	-	Safety & Technical Officer (STO)
Paul Applegate	-	Chair Riggers' Sub-Committee/Council
Trudy Kemp	-	Assistant to COO/STO

Observers: Billy Steele, Rod Bartholomew, Gary Small, Sean (Geordie) Best, Alec Flint, Phil Symons, James France, Andrew Duncan, David Skinner, Rick Boardman.

ITEM MINUTE

The Chair welcomed new CIs: Bryn Chaffe (Skydive St George) and Gary Stevens (LPS)

Declarations of interest

The Chair invited declarations of interest relating to items on the agenda for this meeting, which would be listed under the relative item(s)

1. MINUTES OF THE STC MEETING OF THE 5 FEBRUARY 2015

It was proposed by Paul Floyd and seconded by Richard Wheatley that the Minutes of the STC Meeting of the 5 February 2015 be accepted as a true record.

Carried Unanimously

2. MATTERS ARISING FROM THE STC MEETING OF THE 5 FEBRUARY 2015

Page 2, Item 2 – (Matters Arising - Age Working Group). The Chair reported that the Working Group were continuing with their work. Mark Bayada was able to bring the Committee up to date on the work they had completed so far.

Mark Bayada stated that after extensive research and with BPA Medical Advisor's advice, the WG believe the BPA medical requirements with regard to ages 16-18, ages 40 & 55 are not arbitrary, so they believe they can stand. Due to the possibility of possible legal action being taken against the Association with regard to age requirements, the WG feel that this should be addressed by Council, their Lawyers and the medical professionals.

Mark stated he would be presenting his report for consideration in due course.

Page 2, Item 2 – (Matters Arising – Tandem Chest-strap Panel). The Panel of Inquiry Report was a main Agenda item.

Page 3, Item 6 vii – (Incident/Injury Reports). The Chair reported that an incident where an AAD (Vigil) fired whilst a jumper was turning downwind at 1,200ft was reported at the last meeting. The AAD had been sent back to the manufacturer who stated that the AAD had been set in the 'Student' mode. The CI of the PTO involved was able to provide further information.

Page 4, Item 7 – (Guidelines for Tracking and Angle Flying). The revised Guidelines for Tracking was a main Agenda item.

Page 4, Item 8 – (Proposed New PLA/DZ – Shobdon). The PLA/DZ request had been re-submitted and was a main Agenda item.

3. RIGGERS' SUB-COMMITTEE MEETING OF THE 5 FEBRUARY 2015

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

It was therefore proposed by Pete Sizer and seconded by Noel Purcell that the Minutes of the Riggers' Sub-Committee meeting of the 5 February 2015 be accepted.

Carried Unanimously

Paul Applegate reported on the meeting held that afternoon and stated that the Riggers' Sub-Committee had heard a progress report from Kim Newton on the Working Group set up to look at the various issues surrounding reserve loops on Next/Next Century Tandem Systems. He stated that Kim Newton had reported a good response from PTOs regarding completed questionnaires that had been returned, to which Kim had acknowledged her thanks. Kim had also presented a prototype of a new pilot chute that Paratec were currently testing.

Paul Applegate also reported that the Riggers' Sub-Committee had also introduced a one-year time limit in which Advanced Packers had to attend the examination phase of the Course following completion of their initial training Course.

4. INCIDENT/INJURY REPORTS – RESUME

- i) There had been 5 Student Injury Reports received since the last STC meeting. 4 male and 1 female. 2 of the injuries were on exit, one on deployment and 2 on landing.
- ii) Since the last meeting there had been 3 Injury Reports received for 'A' Licence parachutists or above. One concerned a jumper with 97 jumps who landed a main reserve entanglement. He deployed his reserve without cutting away. He sustained mild muscular damage to his pelvis and leg.
- iii) There had been one Student Malfunction/Deployment Problem Report received since the last meeting.
- iv) There had also been 13 Malfunction/Deployment Problem Reports received for 'A' Licence parachutists or above. All male.

- v) Since the last STC there had been 2 Tandem Injury reports received. 1 male and 1 female. 1 to a Student and 1 to an instructor.
- vi) There had been no Tandem Malfunction/Deployment Problem reports received.
- vii) There had been 13 'off landings' reports received since the last meeting. All at PTOs, including 4 for Tandems. 4 were for groups of jumpers. 2 solo jumpers and 1 was an AFF Instructor who was jumpmaster and got out 2.6 miles away!
- viii) Two reports had been received of Tandem Student's helmets coming off in free-fall. Another report received was for a Tandem Student who hid a GoPro under his sleeve, which was not spotted until the pair were under canopy.
- ix) At the June STC meeting last year there was a report of a Vigil AAD firing at approximately 500ft whilst a jumper was preparing to land. The AAD was sent back to the manufacturer for investigation. Their report has now been received and they conclude that there is a probability that the pressure sensor of this unit has generated faulty information. Vigil consider this to have been 'an exceptional case'.

5. **TANDEM PANEL OF INQUIRY**

This item was held in camera. Only CIs, Council, Instructor Examiners, Panel Members, Staff, Sean (Geordie) Best and Mike Rust stayed in the meeting room initially.

Mike Rust and Sean Best were invited to make any comments regarding the report and were also able to answer any questions from STC.

Mike Rust and Sean Best were then asked to leave the room so that CIs could discuss the report and its recommendations.

The Chair reported that the Panel of Inquiry investigating the Tandem incident where a student harness chest strap was not secured at Skydive Chatteris in November 2014 had completed their report, which had been circulated to CIs along the STC Agenda.

The BPA Safety & Technical Officer was informed on the 12 November 2014 by the CI of Skydive Chatteris Club Ltd (Mike Rust) of an incident which occurred on the 5 November 2014, involving Tandem Instructor Sean Best.

The instructor concerned carried out a Tandem descent with a Tandem Student in which her chest-strap had not been secured. The Student chest-strap had not been secured prior to boarding the aircraft and the entire ascent in the aircraft, the exit, the freefall, canopy descent and landing all took place with the chest-strap undone.

A Panel of Inquiry was convened to investigate and consisted of Billy Steele (Chair), Pete Sizer and Paul Hollow.

The Panel noted that the following breaches of the BPA Operations Manual had taken place: Section 1 (Conduct and Control of Sport Parachuting), Paragraph 2 (Conditions), Subparagraph 2.5. Section 1 (Conduct and Control of Sport Parachuting), Paragraph 4 (Ground Control Organisation), Sub-paragraphs 4.1.1 & 4.1.2. There were also breaches of the Club's local SOPs.

The Panel came to the following Conclusions:

The seriousness of an incident of this nature is clear. A Tandem Student is entirely dependent on their instructor for their safety, and the instructor in this case failed in his duty of care. The Panel was concerned by the Tandem Instructor's statement to them - sometime after this incident - that he 'did not see the value in system checks unless the instructor had hit the door on exit or gone unstable'. Also of concern to the Panel was the CI's statement that he did not agree with, or see the point of, Tandem system checks in freefall. The Panel was clear that an appropriate check either on the flight line prior to boarding the aircraft or in the aircraft prior to exit could have prevented the student being put at such risk by the instructor in whom they had quite reasonably put their trust.

The Panel believes that the Jumpmaster of the lift did execute her responsibilities as required by the BPA Operations Manual, Section 3 (Jumpmasters). The manifest sheet had been suitably signed by Sean Best to indicate that a flight-line check had been performed on his student and therefore it was reasonable to allow all those listed to board the aircraft.

However, the Panel also believes that there may have been a certain lack of vigilance by all on board the aircraft, including the jumpmaster (who sat at the rear of the aircraft facing forwards, looking at the rest of the jumpers who were facing the rear) but the Panel also believes that, in the future, all will be more vigilant and that, hopefully, lessons have been learned by those in the periphery of this incident.

The Panel believe that there appeared to be an element of complacency on the part of the instructor and his CI, most surprisingly an apparent reluctance to improve checking systems to ensure that such an incident could never happen again. This is of concern to the Panel because, as already noted, it calls attention to the wider issue of the operator's safety culture.

The term 'Safety culture' refers to the ways in which safety is managed, and may be seen as reflecting an organisation's attitudes, beliefs, perceptions and values in relation to safety. This incident suggests there to be a need to improve the safety culture of the operator (SCC Management Committee) concerned.

Based on the conclusions drawn from evidence and interviews, the Panel of Inquiry made the following recommendations:

a. Regarding Sean Best (Tandem Instructor)

- i. Sean Best has his Tandem Instructor rating revoked. After a period of 1 year (from the date of the incident), he may attend a BPA Tandem Instructor examination course and must successfully complete the full course (including all jumps) before being awarded a Tandem Instructor rating.
- ii. Sean Best has his Advanced Instructor rating revoked. However, should he want to regain the rating, he is permitted to attend the next available Advanced Instructor examination course (without a requirement to attend a Pre-Advanced Course) to be re-evaluated.
- iii. Sean Best is not permitted to instruct, dispatch or jump with solo Category System or Accelerated Freefall students without direct supervision of a suitably qualified CSI or AFFI, nominated by Mike Rust (CI). This restriction may be lifted at the discretion of Mike Rust once he is satisfied that Sean Best is suitably current and compliant in all aspects of Category System and Accelerated Freefall instruction and has demonstrated suitable and sufficient procedures for the safe flight line checking and monitoring of student parachutists prior to and during their jumping activities.

b. Regarding Mike Rust (CI)

Mike Rust (CI) is reminded in writing by the BPA COO and/or STO of his responsibilities as Chief Instructor and a Tandem Instructor Examiner, to ensure that all Tandem Instructors at SCC perform the required Tandem system checks in the aircraft prior to moving to the door, in the door prior to exit and also during the freefall descent. He should be reminded that, as CI and a Tandem Instructor Examiner, he should lead by example in his everyday jumping and instructing, in his running of the Drop Zone and in his mentoring of his staff and less experienced instructors. He should also review his procedures and take the appropriate action for ensuring that students are suitably equipped, flight line checked and monitored by their instructors at all times.

c. Regarding Skydive Chatteris Club Ltd.

- i. As noted in the Conclusions, the Panel believes that this incident suggests there was an element of complacency in the safety culture of the operator concerned. This is a serious issue that should be called, in writing, to the attention of the operator's Management Committee and its CI with a view to their formulating a plan for improvement whose progress can be monitored and evaluated (on which the BPA COO & STO would be pleased to liaise) and which can be included in BPA safety audits.

- ii. An audit of SCC be conducted by BPA during the forthcoming 2015 summer season. The audit should focus on the manner in which flight line checks are performed and recorded and the manner in which tandem system checks are performed in the aircraft and during the freefall descent.
- d. General Recommendations
- i. All Chief Instructors should consider including in their Tandem Safety Brief the importance of the student maintaining the integrity of the harness system, by not undoing or altering the settings of any buckle, or other equipment, after the Instructor has checked it.
 - ii. All BPA Instructors be reminded in writing of the need for constant vigilance when working with student parachutists. (Note: this has already been actioned and was included in the 2014 end-of-year instructor paperwork and updates).
 - iii. The following changes be made to the BPA Operations Manual, Section 10 (Safety):
 - Paragraph 1 (Safety in Aircraft):
 - 1.11 Tandem Instructors must carry out a full systems check prior to moving to the door, which includes drogue, drogue release(s), cutaway, reserve handle(s) RSL, both side connectors, both main top connectors, chest straps (instructor and student).

In addition to this the instructor must check both top hooks, drogue and drogue release at the door, prior to exit.

(Existing paragraph 1.11 becomes 1.12)
 - Paragraph 4 (Safety in Freefall):
 - 4.6 Tandem instructors should conduct a systems check after the drogue is deployed; check drogue is inflated, then check handles.

Action already taken prior to and in response to the Recommendations

It should be noted that Mike Rust and Skydive Chatteris Club Ltd strongly deny the Panel's suggestion of complacency. They have also indicated they would welcome any input from the BPA COO & STO on improvements to their safety systems as suggested above.

Prior to being informed of the recommendations of the Panel, Mike Rust and Skydive Chatteris Club Ltd had already taken action with regard to (b) and (c) above. These have included SMS meeting with instructors and audits of videos and recommendations similar to those at (d) above.

Subsequent to input from the BPA COO & STO Mike Rust (with the approval of the SCC committee) has updated the local SOPs to include Tandem Instructor systems checks. He has written to all Tandem Instructors informing them those systems checks must be carried out and that regular audits will take place to ensure that they are being carried out. He has also written to instructors and jumpmasters, requesting that they be vigilant at all times both in and prior to boarding the aircraft.

The Club's Tandem brief and Tandem Training Records have also been updated to take into account all recommendations.

All Jump Masters have or will be briefed to be able to carry out the task of 'Aircraft Loader' and a signing sheet is available to check who has been briefed to do so. The aircraft loader will predominantly check everyone's chest strap who boards the aircraft and have a look for anything which is out of place. In addition there is also a signing sheet for the day with the loader signing to say that they have completed the task on an individual lift basis. These sheets will be kept aboard the aircraft and removed at the end of the day to be filed in the office.

Disciplinary Tribunal

Since the Panel believes that the serious nature of the incident under investigation warrants the actions set out in the recommendations above, the Panel recommend that, unless their recommendations be accepted as they stand by the parties, a Disciplinary Tribunal be convened by the BPA to oversee appropriate any further investigations and decide on disciplinary action, as they see fit.

STC then discussed the report and were shown pictures and also viewed a video of the incident

The Chair reported that the actions recommended by the Panel at paragraph 11 above have been accepted by Sean Best, Mike Rust and Skydive Chatteris Club Ltd.

It was proposed by Pete Sizer and seconded by Gary Stevens that the Panel Report including the Panel Recommendation be accepted.

For: 13

Against: 1

Abstention: 1

Carried

The Chair then read out an e-mail from Craig Poxon stating his support for Sean Best.

During the 'in camera' discussion, it was felt by a small number of CIs present that the procedures for dealing with BPA disciplinary matters were in need of review, as they felt that there were a number of areas that required clarification.

Mike Rust and Sean Best were asked to return to the meeting room where they were given STC decision.

The meeting then resumed to open session.

6. PROPOSED CHANGES TO BPA OPERATIONS MANUAL

- a) A proposal from Jason Thompson for a change to the BPA Operations Manual had been circulated with the agenda. Jason had requested to change Section 4 (Instructors), Paragraph 3 (AFFBI), sub-para 3.3. from the current requirement of direct supervision throughout their probationary period, to one of initial direct supervision until the CI is satisfied with their competence and to continue under supervision.

It is proposed to change the paragraph to read:

- 3.3.** After successfully completing the AFFBI Course, the candidate will be awarded AFFBI status, and will be permitted to instruct/brief Accelerated Free Fall Student Parachutists, initially under direct supervision until competency is proven (logbook endorsement) and continue under supervision. The AFFBI may dispatch and supervise AFF Students on Consolidation jumps, following a brief by at least an AFFI (logbook endorsement). AFFBIs may only follow out consolidation students after successful completion of their Level 8. The AFFBI may not make any AFF instructional descents with AFF Student Parachutists.

It was proposed by Jason Thompson (proxy) and seconded by Paul Floyd that the above amendment to the BPA Operations Manual be accepted.

Carried Unanimously

- b) An e-mail from Noel Purcell had been circulated with the agenda stating that Target Skysports were looking at introducing a more automated checking in system for Tandem and first jump course static line and AFF students. With electronic signature becoming more widely accepted the PTO would like to ask that the Operations Manual be amended so that they can gather the information electronically and generate a copy of the BPA Declaration of Fitness form. This form will be electronically signed by the jumper and held at the drop zone. Therefore Noel is

requesting that an *N.B.* is added below Section 11 (Medical) Paragraph 1 (Medical Requirements to Parachute), sub-para 1.1. to read:

1.1. All parachutists must be in possession of a completed Declaration of Fitness to Parachute, Medical/Doctor's Certificate. BPA Forms 114 – 116 (see 1.1.1 – 1.1.4. below).

N.B. *Electronic Fitness to Parachute forms issued by BPA Affiliated PTOs are acceptable for ab-initio Student Parachutists provided they contain at least the same medical information as the appropriate BPA form.*

The Chair reported that Noel had contacted the BPA Insurer's solicitor and he had raised no objection.

It was proposed by Noel Purcell and seconded by Hans Donner that the above amendment to the BPA Operations Manual be accepted.

Carried Unanimously

c) A letter from Hans Donner had been circulated with the agenda requesting an amendment to the requirements for Tandem Instructors to jump a hand/wrist mounted camera. Hans is requesting that the requirement for the instructor to 'have completed a minimum of 250 Tandem descents with the 12 months prior to the 31st march each year' be changed to 'within the previous 12 months'. Therefore Hans is proposing that Section 4 (Instructors), Paragraph 5 (Tandem Instructors), sub-para 5.6 (Requirements to use a hand/wrist mounted camera), be changed to read:

5.6. Requirements to use a hand/wrist mounted camera

Tandem Instructors wishing to jump with a hand/wrist mounted camera must have a minimum of 500 Tandem descents and have completed a minimum of 250 Tandem descents within the previous 12 months. Prior to jumping with a hand/wrist mounted camera with Tandem Students the Tandem Instructor must demonstrate the ability to perform 3 successful consecutive Tandem jumps with a 'C' Licence parachutist acting as a Tandem Student whilst using a hand/wrist mounted camera.

It was proposed by Hans Donner and seconded by Ray Armstrong that the above amendment to the BPA Operations Manual be accepted.

Carried Unanimously

7. GUIDELINES FOR TRACKING AND ANGLE FLYING

At the last STC meeting a copy of the draft Guidelines for Tracking and Angle Flying jumps had been presented for CI's for consideration.

A number of CIs present felt that rather than having a set of guidelines, perhaps consideration should be given to incorporating Tracking and Angle Flying into the BPA grading system. Some CIs present also felt that the solo tracking jump numbers were a little strict and they felt that these could be more flexible.

The Chair reported that there had been little input since the last meeting, but the 'guidelines' had been revised to allow some more flexibility. The changes had been highlighted in the draft circulated with the Agenda.

After discussion, CIs felt unable to reach a decision at this time, as they felt that more input was required from freeflyers and that perhaps this could be achieved over the Summer months.

Following further consideration, Paul Floyd volunteered to Chair a Working Group to gather further information over the next few months with a view to producing a set of guidelines for tracking and angle flying, but in the meantime, CIs felt that the STO's suggested guidelines could be used as a pointer until the Working Group came up with some firm proposals.

8. PROPOSED NEW PLA/DZ

Ian Rosenvinge declared an interest in this item, as Dave Skinner had asked if he could hire one of his aircraft if/when he began operations, so he left the room during the discussion and abstained from the vote.

At the last STC meeting a request from Dave Skinner (Hereford Parachute Centre) had been discussed for Shobdon Airfield, Herefordshire, to be cleared for Tandem jumps and also for 'C' Licence parachutists and above. STC had asked for more information regarding procedures. Therefore the DZ/PLA was being re-presented at this meeting. Dave Skinner's revised proposal had been circulated with the agenda.

The Chair reported that both the STO and the COO inspected the site and that they were in support of this proposal.

Included in the Club's proposal are the following:

- a. The undertaking of sport parachuting at the Herefordshire Parachute Centre is limited to; Tandem jumps and also for 'C' Licence parachutists and above.
- b. All parachutes are to be equipped with an AAD.
- c. Parachuting will only take place with the agreement of the Herefordshire Aero Club and parachute operations will not take place during periods of increased activity, such as the Shobdon Classic Aircraft Weekend.
- d. Prior to parachuting a flag will be displayed on the Parachute Centre's Website, and signs will be displayed at the entrance to the airfield and in the Aero Club Office. The sign in the Aero Club Office will illustrate graphically the ARP and PLA.
- e. Parachuting is only to take place when the Airfield's Flight Information Service is active.
- f. Pilots are to contact Flight Information in person or via radio communications on 123.50 MHz before starting engines, manoeuvring or when airborne approaching within 10nm of the airfield.
- g. Parachuting will be suspended until such time as pilots have acknowledged that parachuting is in progress and have agreed to remain clear of the PLA and DZ.
- h. DZ Control is to be in place whenever parachuting is in progress and is responsible for:
 - i. Marking the PLA.
 - ii. Prepositioning of the DZ recovery vehicle with the necessary crash, rescue and water recovery equipment.
 - iii. To assist parachutists in assessing the prevailing wind conditions a windsock or windblade is to be positioned at an appropriate location adjacent to the PLA.
- i. Parachutists are not to be despatched in the 110°-170° sector (as marked on the aerial photo supplied).
- j. When under canopy parachutists are to cross the runway above 500ft.
- k. Radical canopy manoeuvres are not to be conducted under any circumstances and hook-turns are not to exceed 90°.
- l. Water Procedures There is a water filled gravel pit approximately 500m to the south east of the PLA, to mitigate the risk of parachutists landing in it, the following procedures are to be in place before parachuting commences:
 - i. Access to the water filled gravel pit is to be clear.
 - ii. The DZ recovery vehicle is to be equipped with a boat, buoyancy aids and water recovery line.

- iii. All parachutists are to wear a buoyancy aid; this includes tandem instructors and their students.
 - iv. Tandem Instructors are to be equipped with a large J-knife.
 - v. Parachutists are not to be despatched in the 110°-170° sector.
 - vi. Parachutists are not to overfly the water under any circumstance.
- m. Water Recovery Brief
- i. Parachutists are to be briefed about the water hazard using an aerial image; this is to include their procedures on entering the water, the operation of their buoyancy aids and actions to assist their recovery to the shore or boat.
 - ii. A record is to be kept of those who received the brief, which is to be signed by both the instructor and recipient.
- n. Water Recovery Team
- i. In the event of a parachutist entering the water the DZ Controller is responsible for organising the water recovery team.
 - ii. The water recovery team is to consist of a minimum of 2 people who are to have available to them a suitable off road vehicle, a boat, personal buoyancy aids and a water recovery throwing line.
 - iii. The water recovery equipment is to be checked and pre-positioned at an appropriate location on the airfield prior to the start of parachuting.
 - iv. Members of the water recovery team are to receive annual training; this training is to include access route familiarisation, launching the boat, the recovery of persons from the water, first aid and resuscitation.
- o. Water Recover Procedures
- i. In the event that a parachutist lands in the water all parachute operations are to cease, until the cause has been identified and mitigated to prevent further occurrence.
 - ii. The DZ recovery vehicle is not to leave the PLA to recover cutaway canopies until such time as all parachutists have landed safely.
 - iii. In the event that the DZ recovery vehicle departs the airfield to recover personnel or equipment, parachuting is to cease until such time as the vehicle and all of the recovery equipment has returned to the airfield.
- p. Parachutist Equipment and Training
- i. All parachutists, including Tandem students are to be briefed on their actions in the event of landing in water. This is to include the operation of their buoyancy aid and their actions to assist their recovery to the shore or boat.
 - ii. All jumpmasters are to receive a brief from the CI or an instructor designated by the CI, emphasizing that parachutists are not to be despatched in the 110°-170° sector.
 - iii. All parachutists are to wear suitable buoyancy aids; this includes tandem instructors and their students.
 - iv. Tandem instructors are to carry at least 1 large J-knife, of sufficient size and strength to cut the webbing that attaches the student to the instructor.
- q. Parachutists Actions on Landing in Water
- i. When under canopy parachutists are to stay clear of the water. In the event that a parachutist is going to land in the water, they are to flair their canopy and land as normal.
 - ii. In the case of a Tandem entering the water, the instructor is to separate himself from the student, if necessary by using a J knife to cut the student harness attachment points.
 - iii. Individuals are then to place the buoyancy aid over their head and activate the inflation handle.
 - iv. When approached by the boat the parachute will normally be recovered first, followed by the parachutist. However, if an individual is in difficulty they are to be cut free of the harness and recovered immediately.

- v. When being recovered into the boat, individuals are to present their arms so they can be pulled aboard.

David Skinner gave the meeting further details of his request and also provided the meeting with details of what actions he had completed since the last meeting.

During discussion, David Skinner was asked by STC to explain how he would deal with a solo parachutist who may be wearing weights and the procedures for releasing the weights in the event that they entered water.

Dave agreed to clarify to these procedures in his proposals.

STC also asked David to clarify some points regarding the Airfield's Flight Information Service.

Following consideration, it was proposed by Mark Bayada and seconded by Gary Stevens that the above request be accepted, with the proviso that David Skinner include the procedures for releasing weights in the event that a solo parachutist entered water.

For: 13 Against: 0 Abstentions: 2 (Paul Floyd & Ian Rosenvinge)

Carried

9. INSTRUCTOR COURSES

i) Instructor Course 1/2015

The Association wished to thank Peterlee Parachute Club for hosting the course, which took place from the 9 – 18 February 2015. The course report had been circulated with the Agenda for information.

ii) AFF/Tandem/Pre-Advanced Assessment

The Association also wished to thank British Parachute Schools for hosting the course, which took place from the 23 – 26 March 2015. The course report had been tabled to those present for information.

10. PERMISSIONS

- i) A letter from Nader Afsharian had been circulated with the Agenda requesting that the CSBI rating of Nick Ellis be reinstated, as it expired on the 31 January 2015 and that he be given a six-month extension to the rating. Nick has been unable to attend the CSI course sooner due to work commitments.

It was proposed by Nader Afsharian (proxy) and seconded by Paul Floyd that the above request be accepted.

Carried Unanimously

- ii) A letter from Richard Wheatley had been circulated with the Agenda requesting a six-month extension to the CSBI rating of Martin Cole, which expires on the 31 May 2015.

It was proposed by Richard Wheatley and seconded by Hans Donner that the above request be accepted.

Carried Unanimously

- iii) A letter from Nathan Connolly, Team Leader of the Red Devils had been circulated with the Agenda requesting permission to carry out a display into an arena which falls outside the usual BPA requirements. Nathan had stated that the proposed display was due to be held at Epsom Racecourse on 6 June 2015. The display landing arena has a total area of 10,000 square metres. However, the width of the arena is 30 metres. The size of the display landing area was cleared by STC in 2012 and 2014 for

the Red Devils under certain proposed caveats. The caveats are the same for 2015 and are as follows:

- i. 15 knots crosswind limit in the arena for all jumpers.
- ii. No landing of any CF in the arena.
- iii. Each parachutist must have completed a minimum of 700 jumps to take part in the display.
- iv. Each parachutist must have completed a minimum of 30 parachute displays.

All participants will be current full time team members and will have completed a 70 jump pre display season training camp.

Nathan Connolly had also requested that instead of coming back to STC each year that they be permitted to carry out this display without having to put clearance in for the next five years (up to and including 2019), as long as nothing changes, if it does the team would inform STC straight away.

It was proposed by Stuart Meacock and seconded by Richard Wheatley that the above request be accepted.

Carried Unanimously

Ian Rosenvinge stated that it would have been nice to have received feedback from the Red Devils on previous displays for information.

- iv) An e-mail from Paul Floyd had been circulated with the agenda requesting that David Bailey be re-instated as a BPA Tandem Instructor, once his membership renewal application had been signed by both a CI and Examiner. Paul Floyd had stated that David was a current TI living in Switzerland and was currently completing approximately 850 Tandem descents each season. David had been a BPA TI in the 2013/2014 season but due to spending much of his time abroad, coupled with his partner giving birth he did not join the BPA last year (2014/2015).

It was proposed by Paul Floyd and seconded by Bryn Chaffe that the above request be accepted.

Carried Unanimously

- v) A request from Paul Yeoman had been circulated with the Agenda asking that Jurby Airfield, Isle of Man be cleared for Tandem parachuting and 'C' Licensed parachutists for a period between the 1 – 5 June 2015. The Chair reported that STC had given permission in February 2014 for the same request. The site had been inspected by the COO prior to last year's STC and Paul Yeoman had stated that there had been no changes to the site since then.

It was proposed by Paul Yeoman and seconded by Mike Rust that the above request be accepted.

Carried Unanimously

- vi) A request from Mark Bayada had been circulated with the Agenda for the APA to conduct parachute jumps from 20,000ft AGL. For the sole purpose of setting FAI records for the longest and furthest wingsuit flights.

Mark Bayada had stated that the outline plan is to fly a Cessna Caravan to 20,000ft and drop the jumpers up to 12Nm from the PLA. There will be a maximum of six jumpers, all very experienced wingsuiters who will be selected before the event. They will all be familiar with Netheravon and the surrounding area.

Mark Bayada had also included a spread sheet showing the expected climb rate for the aircraft loaded with sufficient fuel, six jumpers, a non-jumping JM, pilot and co-pilot. It also detailed figures for temperatures in 20 degrees steps.

Mark Bayada's paper had included full details of the procedures for the planned descents for aircrew and jumpers and procedures with regard to airspace above the Salisbury Plain danger area.

The Chair stated that Mark Bayada's request to STC was on the basis of approval by the BPA Medical Adviser and the CAA.

Mark Bayada provided further details of his request, after which it was proposed by Mark Bayada and seconded by Paul Floyd that the above request be accepted.

Carried Unanimously

11. A.O.B

- i) Circulated to those present was a letter from Chris McCann requesting the Tandem Instructor ratings for Grant Richards and Paul Dorward be converted to Ground Tandem Instructor ratings. Chris McCann had provided full details.

It was proposed by Chris McCann (proxy) and seconded by Paul Yeoman that the above request be accepted.

Carried Unanimously

Jeff Montgomery took the chair for the next item

- ii) Circulated to those present was a letter from John Hitchen requesting that as he no longer jumped, he be awarded CSI, Tandem and AFF 'Ground' Instructor ratings. John Hitchen had stated that he wished to continue to assist Clubs with ground instruction and also to continue to assist when requested on Instructor courses as an Examiner. John Hitchen had been instructing for approximately 40 years and has been directing Instructor courses for more than 30 years.

It was proposed by Ian Rosenvinge and seconded by Kieran Brady that the above request be accepted.

Carried Unanimously

John Hitchen then resumed as chair for the remainder of the meeting.

- iii) An e-mail had been circulated from Kieran Brady requesting that his Tandem Instructor rating to be converted to a 'Ground' Tandem Instructor rating.

It was proposed by Kieran Brady and seconded by Mike Rust that the above request be accepted.

Carried Unanimously

- iv) Circulated to those present was a letter from Pete Sizer requesting an extension to the CSBI rating of Simon Soper whose rating was due to expire at the end of May, to enable him to attend the CSI exam course in August.

It was proposed by Pete Sizer and seconded by Pete Sizer and seconded by Noel Purcell that the above request be accepted.

Carried Unanimously

- v) Circulated to those present was a letter from Paul Yeoman requesting an extension to the CSBI rating of Richard Dixon whose rating was due to expire at the end of May, to enable him to attend the CSI exam course in November.

It was proposed by Paul Yeoman and seconded by Richard Wheatley that the above request be accepted.

Carried Unanimously

- vi) Circulated to those present was a letter from Richard Wheatley requesting the AFF Instructor rating for David Hickling be converted to an AFF 'Ground' Instructor rating. Richard's letter had provided full details.

It was proposed by Richard Wheatley and seconded by Ray Armstrong that the above request be accepted.

Carried Unanimously

- vii) Tabled to those present was a letter from Jason Farrant requesting the Tandem Instructor rating for Andy Shaw be converted to a Tandem 'Ground 'Instructor rating. Jason's letter had provided full details.

It was proposed by Jason Farrant and seconded by Hans Donner that the above request be accepted.

Carried Unanimously

Date of next Meetings: Thursdays, 4 June, 30 July, 24 Sept, 19 Nov 2015
BPA Offices, Glen Parva, Leicester. LE2 9TF
at 7.00 p.m

8 April 2015

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

AMENDMENTS TO BPA OPERATIONS MANUAL

At the STC meeting of the 2nd April 2015 the following amendment was made to the BPA Operations Manual:

SECTION 4 (INSTRUCTORS), Paragraph 3 (AFFBI), sub-para 3.3. Change to read:

- 3.3.** After successfully completing the AFFBI Course, the candidate will be awarded AFFBI status, and will be permitted to instruct/brief Accelerated Free Fall Student Parachutists, initially under direct supervision until competency is proven (logbook endorsement) and continue under supervision. The AFFBI may dispatch and supervise AFF Students on Consolidation jumps, following a brief by at least an AFFI (logbook endorsement). AFFBIs may only follow out consolidation students after successful completion of their Level 8. The AFFBI may not make any AFF instructional descents with AFF Student Parachutists.

SECTION 4 (INSTRUCTORS), Paragraph 5 (Tandem Instructors), sub-para 5.6 (Requirements to use a hand/wrist mounted camera). Change to read:

5.6. Requirements to use a hand/wrist mounted camera

Tandem Instructors wishing to jump with a hand/wrist mounted camera must have a minimum of 500 Tandem descents and have completed a minimum of 250 Tandem descents within the previous 12 months. Prior to jumping with a hand/wrist mounted camera with Tandem Students the Tandem Instructor must demonstrate the ability to perform 3 successful consecutive Tandem jumps with a 'C' Licence parachutist acting as a Tandem Student whilst using a hand/wrist mounted camera.

SECTION 10 (SAFETY), Paragraph 1 (Safety in Aircraft), sub-para 1.11.

- 1.11. Tandem Instructors must carry out a full systems check prior to moving to the door, which includes drogue, drogue release(s), cutaway, reserve handle(s) RSL, both side connectors, both main top connectors, chest straps (instructor and student). In addition to this the instructor must check both top hooks, drogue and drogue release at the door, prior to exit.

(Existing paragraph 1.11 becomes 1.12)

SECTION 10 (SAFETY), Paragraph 4 (Safety in Freefall), sub-para 4.6. Change to read:

- 4.6. Tandem instructors should conduct a systems check after the drogue is deployed; check drogue is inflated, then check handles.

SECTION 11 (MEDICAL) Paragraph 1 (Medical Requirements to Parachute), New N.B. below sub-para 1.1. to read:

- N.B. Electronic Fitness to Parachute forms issued by BPA Affiliated PTOs are acceptable for ab-initio Student Parachutists provided they contain at least the same medical information as the appropriate BPA form.*