



***OPERATIONS MANUAL***  
***1984***

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**AMENDMENTS**

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Current amended pages will be followed by a \* after the date. Current amended paragraphs will be marked by a vertical line on the right-hand side of the page.

**It is the responsibility of the holder of this Operations Manual to ensure that the amendments are obtained and incorporated.**

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## SECTION 1

# CONDUCT AND CONTROL OF SKYDIVING (SPORT PARACHUTING)

### 1. INTRODUCTION

British Skydiving is the trading name for the British Parachute Association Ltd (BPA Ltd) and is the governing body of skydiving (sport parachuting) in the United Kingdom. British Skydiving is committed to maintaining the highest standards of safety in the sport. British Skydiving's approach to safety is established as good practice in the sport.

Since its foundation in 1961 as British Parachute Association, British Skydiving has carefully analysed accidents and injuries in skydiving. This long experience has enabled British Skydiving to build up a detailed knowledge of the risks in the sport. As risks have been identified and assessed, measures to manage and control the risks have been put in place. These control measures are documented in this Operations Manual. The British Skydiving Operations Manual may therefore be thought of as the outcome of a cumulative and continuing assessment of the risks inherent to, and associated with, skydiving. As techniques of risk assessment become more widely used across many fields of human endeavour, British Skydiving has an ongoing commitment to develop and promote the role of proactive risk assessment in the sport.

British Skydiving authorises only qualified individuals as competent persons to conduct skydiving activities at British Skydiving Affiliated Parachute Training Organisations (Clubs, Schools, Centres, Associations or Organisations) or in British Skydiving Registered Display Teams. Such activities are conducted in accordance with the procedures set out in this Operations Manual. The training and qualification of persons as competent, and the content of the British Skydiving Operations Manual, are regulated by the British Skydiving Council (Board of Directors) through its Safety and Training Committee, assisted by competent technical staff employed by British Skydiving.

British Skydiving has in place a well-established procedure for the sharing and promulgation of safety information and the reporting and collection of information and data for analysis and action. This enables improvements to be made to control measures, as necessary, on a continuing basis. As with any action sport, skydiving can never be entirely risk-free. Participants in the sport must therefore voluntarily accept an element of risk. By its regulation of the sport in accordance with this Operations Manual, and by actively promoting a positive safety culture, British Skydiving assists PTOs and display teams to manage risk in skydiving to an acceptable level.

### 2. CONDITIONS

All skydiving within **Parachute Training Organisations (PTOs)** Affiliated to British Skydiving must take place under the following conditions:

- 2.1. Under arrangements made by a British Skydiving Advanced Instructor (AI) who is the appointed PTO Chief Instructor (CI) and who is normally present, on a daily basis, when skydiving is taking place.

*N.B.(1) Approval of the Safety & Technical Officer, the Chief Operating Officer, the Chairman of STC, or an official nominated by one of the above must be obtained before a CI may leave a Category System Instructor (CSI) or an Accelerated Free Fall Instructor (AFFI) in charge of an operation for any period of time longer than a day.*

- 2.2. By skydivers with a current Declaration of Fitness/Medical/Doctor's Certificate (See Section 11-Medical) who are trained, equipped and briefed to undertake the planned descent.

- 2.3. When an adequate Ground Control Organisation is in progress (see Para 4, below).

- 2.4. With an authorised Pilot (see Section 9 - Flying) and a Jumpmaster (see Section 3 - Jumpmaster) who is qualified to take charge of the skydivers on board the aircraft.
- 2.5. With skydiving equipment in good condition, correctly packed, well fitted, and checked before enplaning (see Section 6-Equipment).
- 2.6. From an aircraft that is correctly documented, suitably equipped and prepared for skydiving (see Section 9 - Flying).
- 2.7. When weather conditions are suitable (see section 8 - Parachute Limitations)
- 2.8. Onto an approved Parachute Landing Area (PLA), and within an approved Dropping Zone (DZ), (see Section 7 - Parachute Landing Areas/Dropping Zones).
- 2.9. With all documentation in order and up to date (see Section 12-Documentation).
- 2.10. According to the conditions laid down in the British Skydiving Operations Manual.
- 2.11. When the PTO is in possession of a valid Civil Aviation Authority (CAA) Permission.

*N.B.(2) Para 2.11. above, applies to PTOs operating within the United Kingdom.*

### **3. RESPONSIBILITY**

- 3.1. Overall responsibility within British Skydiving Affiliated PTOs for ensuring that the conditions laid down in Paragraph 2 above are observed, will be vested in PTO Chief Instructors (CIs).
- 3.2. It is the CI's responsibility to make available to every employee or person who is or may engage in skydiving activities conducted by the PTO, the British Skydiving Operations Manual and local Standard Operating Procedures (SOPs). CIs must also ensure that any amendments are obtained and incorporated.

*N.B.(3) Guidelines for producing Standard Operational Procedures (SOPs) can be found on British Skydiving Form 172.*

- 3.3. Student Skydivers (see Section 2 - Designation and Classification of Skydivers) may only skydive under the control of a British Skydiving Affiliated PTO and under the supervision of a CI or British Skydiving instructor authorised by a CI. Such instructors will be responsible for their training and skydiving activities.

### **4. GROUND CONTROL ORGANISATION**

All PTOs will establish a satisfactory Ground Control Organisation to control skydiving, which must be continuously operational when skydiving is in progress and which will meet the following minimum requirements:

#### **4.1. Briefing and Checking of Skydivers**

- 4.1.1. All skydivers must be briefed and checked before enplaning.
- 4.1.2. All persons conducting 'Flight line Checks' should be holders of Grade JM1 (see Section 2 - Designation and Classification of Skydivers, Paragraph 6.1).
- 4.1.3. All Student Skydivers must be briefed and checked by at least a Basic Instructor before enplaning, including checking the equipment fitted is an appropriate system (ripcord, BOC etc) for the planned descent. These checks must be recorded for each individual Student Skydiver, signed by the instructor who carried out the check, and the jumpmaster is to refer to this record before accepting responsibility for the skydivers.

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- 4.1.4. British Skydiving 'A' Licence skydivers and above (see Section 2 - Designation and Classification of Skydivers) may check each other, provided they are JM1 qualified. It is the responsibility of the jumpmaster to ensure that these checks have been carried out.
- 4.1.5. Tandem Instructors must be checked by a suitably qualified and briefed JM1 skydiver. The check must include a visual check of the Automatic Activation Device (AAD).
- 4.1.6. The check for all Student and British Skydiving 'A' Licence skydivers must include a visual check to ensure that AADs, are switched on.
- 4.1.7. All Student Skydivers must have a pre-jump check. This is an equipment check made in the aircraft shortly before exit.

#### **4.2. Manifest**

- 4.2.1. The names of all skydivers and other persons must be entered on a designated manifest form before they embark in an aircraft.
- 4.2.2. A copy of the manifest must remain on the ground.
- 4.2.3. All British Skydiving 'A' Licence skydivers and above will notify the manifestor of the type of descent they intend to carry out.

#### **4.3. Dropping Zone (DZ) Control**

- 4.3.1. DZ Control must be continuously established when skydiving is in progress.
- 4.3.2. The DZ Controller must be a nominated British Skydiving 'B' Licence skydiver or above who has been fully briefed on his/her responsibilities and duties, including incident and fatality procedures, for the specific activities of the day and must be in place whilst skydiving is in progress.
- 4.3.3. The DZ Controller's responsibilities will include the following:
  - a. The setting up of and supervising the DZ Control Organisation as required by the CI.
  - b. Briefing any assistant(s) put at his/her disposal.
  - c. Ensuring that the PLA/DZ indicator (see Section 7 - Parachute Landing Areas/Dropping Zones, 1.3.) is in the correct position as required by the CI.
  - d. To ensure that the appropriate ground to air signals are displayed when necessary (see 4.7. below).
  - e. To ensure that the descents of all skydivers are monitored from the ground.
  - f. To suspend skydiving where necessary if weather conditions become unsuitable.
  - g. To ensure that the PLA is clear of unauthorised vehicles etc.
  - h. To ensure that First Aid assistance is given to any skydiver requiring it and that emergency services are contacted where necessary.



- i. Maintain a close lookout for aircraft, including gliders, and to suspend skydiving as soon as any interference with the safe conduct of skydiving becomes apparent. Particular attention should be paid to aircraft landing or taking off and to other aircraft with turning propellers or rotors on the ground, within or close to the PLA.
- j. To ensure that the PTO is equipped with a windsock, signal panels and telemeters or suitable high-powered mounted binoculars and that they are positioned at the most suitable location.
- k. To maintain communication with other aviation activities on and adjacent to the PLA/DZ.
- l. Whenever Student Skydiving is taking place to maintain radio communications with the skydiving aircraft for the purpose of suspending skydiving. If there has been a breakdown of radio communications between the DZ Control and the skydiving aircraft, Student Skydiving must be immediately suspended and will only recommence when radio communication has once more been established.
- m. To report all injuries, incidents, malfunctions or contraventions of the British Skydiving Operations Manual and/or local SOPs to the CI. It is also the responsibility of all skydivers to ensure that any injuries, incidents or malfunctions that they witness are reported in the same way.

#### **4.4. Debriefing of Skydivers**

- 4.4.1. All skydivers under instruction must be debriefed when possible after every descent.
- 4.4.2. Student Skydivers must be debriefed by an instructor.

#### **4.5. Maintenance of Records**

All skydiver' logs and relevant records must be maintained up to date (see Section 12 - Documentation)

#### **4.6. Parachute Packing**

Parachute packing by those not qualified must be supervised by a suitably qualified person. (See Section 6 - Equipment).

#### **4.7. Ground to Air Signals**

Whenever skydiving by British Skydiving 'A' Licence skydivers or above is taking place and radio communication is not used, or in the event of a breakdown in radio communication between the DZ Control and the skydiving aircraft, signal panels, which are visible by skydivers from whatever height they are jumping (which may or may not be the PLA/DZ indicator) will be used to signal instructions to the Jumpmaster as follows:

- 4.7.1. When the panels are in the form of an (X) it indicates that conditions are suitable for skydiving.
- 4.7.2. When the panels are changed to a (T) it indicates that conditions are NOT suitable for all skydivers. Thereafter only skydivers authorised by the CI/Team Leader may jump.
- 4.7.3. When the panels are changed to an (I) it indicates that all skydiving is temporarily suspended.

- 4.7.4. When the panels are changed to an (L) it indicates that skydiving is suspended, and the aircraft must land with all remaining skydivers on board.

## **5. OTHER ACTIVITIES INVOLVING PARACHUTES**

Activities such as Paragliding, Fixed Object Jumping etc. do not come within the provisions of the British Skydiving Operations Manual. British Skydiving does not associate them with the sport of Skydiving.

## SECTION 2

### DESIGNATION AND CLASSIFICATION OF SKYDIVERS (SPORT PARACHUTISTS)

#### 1. GENERAL

##### 1.1. Skydivers are Designated as follows:

- 1.1.1. Student Skydivers – Below British Skydiving 'A' Licence.
- 1.1.2. British Skydiving Licence holders (see para 2 below).

##### 1.2. Skydivers are also Classified in several ways:

- 1.2.1. British Skydiving National Licence (see para.2 below).
- 1.2.2. Fédération Aéronautique Internationale (FAI) International Parachutist Certificate of Proficiency. (see para 3 below).
- 1.2.3. The Category System (see para.4. below).
- 1.2.4. Accelerated Free Fall (AFF) Levels (see para.5. below).
- 1.2.5. The Grading System (see para. 6.below).
- 1.2.6. Student Tandem Skydivers (see para.7. below).

#### 2. BRITISH SKYDIVING NATIONAL LICENCE

- 2.1. **British Skydiving 'A' LICENCE:** Category 8 and at least 'CH-Grade 1'.
- 2.2. **British Skydiving 'B' LICENCE:** British Skydiving 'A' Licence, 50 descents and at least 'CH-Grade 2 and JM-Grade 1'.
- 2.3. **British Skydiving 'C' LICENCE:** British Skydiving 'B' Licence, 200 descents, at least one further 'Grade 1' and 'C' Licence Written Examination.
- 2.4. **British Skydiving 'D' LICENCE:** British Skydiving 'C' Licence, and 1000 descents.
- 2.5. British Skydiving Licence applications must be endorsed by an Advanced Instructor.
- 2.6. Military static line descents using round/conical parachutes will not qualify in respect of jump numbers.
- 2.7. FAI (UK National) Certificates issued prior to 1<sup>st</sup> April 2012 remain valid.
- 2.8. Skydivers are required to hold the appropriate British Skydiving Licence in order to have the privileges associated with that Licence. A one-month 'grace' period will be allowed between qualifying for a Licence and the receipt of the Licence from the British Skydiving HQ.
- 2.9. Skydivers jumping at British Skydiving Affiliated PTOs who were trained, or jump outside the British Skydiving system, e.g. in a foreign country, may be integrated into the appropriate British Skydiving Licence/ category as deemed suitable by a CI.

*N.B.(1) Applications for British Skydiving Licences can be found on Forms190A-D.*

### **3. FAI INTERNATIONAL PARACHUTIST (SKYDIVER) CERTIFICATE OF PROFICIENCY**

#### **3.1. 'A' CERTIFICATE (PARACHUTIST):**

25 Freefall jumps. 5 Minutes of Freefall time. 5 formation (FS) jumps or, 5 freefly (FF) jumps, involving at least 2 participants and made under the supervision of an instructor. Demonstration of control of the body in freefall in all axes (back-loops, turns, barrel rolls etc.). Ability to pack a main parachute.

#### **3.2. 'B' CERTIFICATE (FREEFALL PARACHUTIST):**

50 Freefall jumps. 30 Minutes of Freefall time. Successful completion of 10 formation (FS) skydives, at least 5 of which must involve a minimum of 3 participants or, ten formation freefly (FF) jumps, at least five of which must involve a minimum of three participants.

#### **3.3. 'C' CERTIFICATE (EXPERIENCED PARACHUTIST):**

200 Freefall jumps. 1 hour of freefall time. Successful completion of 50 formation (FS) skydives, at least ten of which must involve a minimum of 4 participants or, 50 formation freefly (FF) jumps, at least 10 of which must involve a minimum of 4 participants.

#### **3.4. 'D' CERTIFICATE (SENIOR PARACHUTIST):**

500 Freefall jumps. 3 hours of Freefall time.

*N.B.(2) International designations of parachutists (skydivers) do not correlate directly with the British Skydiving system.*

### **4. THE CATEGORY SYSTEM**

#### **4.1. Category 1**

Has received a minimum of six hours ground training and has been cleared to make a first static line descent.

#### **4.2. Category 2**

Has demonstrated the ability to fall in a stable position counting throughout.

#### **4.3. Category 3**

4.3.1. Has demonstrated the ability to perform three consecutive stable Dummy Ripcord Pulls (DRPs), counting and maintaining a positive arch throughout.

4.3.2. Progression to free fall will only take place after a minimum of five static line descents and will only be authorised by at least a Category System Instructor (see Section 4 – Instructors), who must satisfy him/herself that the criteria laid down for progression has been attained. The first free fall descent will take place no later than the day following the last of the successful DRP descents.

**4.4. Category 4**

- 4.4.1. Has demonstrated the ability to perform two consecutive stable delayed openings, counting throughout, of between three and five seconds.
- 4.4.2. Category 4 descents must take place from a minimum altitude of 4,000ft AGL.

**4.5. Category 5**

- 4.5.1. Has demonstrated the ability to perform two consecutive stable delayed openings of ten seconds, maintaining a heading and counting throughout.
- 4.5.2. Student Skydivers may transfer to the AFF method of training, at level 3 once they have obtained Category 5.

**4.6. Category 6**

Has demonstrated the ability to perform the following:

- 4.6.1. Two consecutive delayed openings of fifteen seconds.
- 4.6.2. Use an altimeter in free fall.
- 4.6.3. Upon successful completion of Category 6, Student Skydivers may be converted to 'throwaway' pilot chutes. For at least the first 2 conversion jumps no further freefall progression may take place.

**4.7. Category 7**

- 4.7.1. Has demonstrated the ability to perform controlled 360° turns in both directions.
- 4.7.2. Category 7 descents must take place from a minimum altitude of 6,000ft AGL.

**4.8. Category 8**

Has demonstrated the ability to perform the following:

- 4.8.1. An unstable exit
- 4.8.2. A dive exit
- 4.8.3. Back loops
- 4.8.4. Tracks, including a track turn as an avoidance manoeuvre.
- 4.8.5. No tracking exercises may be commenced below an exit altitude of 7,000ft AGL.
- 4.8.5. A back loop, 360° left turn, 360° right turn, a short track and wave off, from a minimum altitude of 8,000ft AGL.

**4.9. General**

- 4.9.1. All Student Skydivers, including AFF Student Skydivers making consolidation descents, are to be observed where practicable from exit to full canopy deployment by at least a Category System Basic Instructor (CSBI). Up to Category 4, this must be done by the dispatching instructor.

- 4.9.2. Details of release, count, position, arch, pull and recovery must be entered in the Student Skydiver's log for Categories 2-4 inclusive. These may be in the form of abbreviations such as GATW (Good all the way). All negative aspects must be written in full. All details of performance of Student Skydivers will be entered in their logs by an instructor.
- 4.9.3. Prior to being awarded an A Licence, All Student Skydivers, including AFF Student Skydivers must receive a brief on, but not limited to; jumping in higher winds, the use of a knife, being responsible for themselves in the aircraft and making informed decisions about the actions to take in an Aircraft emergency.
- 4.9.4. All briefs/lessons for progression and equipment conversions, up to 'B' Licence must be given by at least a CSBI, other than some Grading System briefs which may be given by suitably qualified coaches (see Paragraph 6, below). These briefs/lessons should be entered in the skydiver's log, dated and signed by the instructor/coach.
- 4.9.5. British Skydiving 'C' Licence skydivers and above may use 'pull-out' pilot chutes.

## **5. ACCELERATED FREE FALL (AFF) LEVELS.**

Has received a minimum of six hours ground training and has been cleared to make a first AFF descent.

### **5.1. Level 1**

Has completed 'Ground School' and has achieved the following:

- 5.1.1. Heading awareness.
- 5.1.2. Awareness of altimeter and instructors.
- 5.1.3. Reasonably co-ordinated Practice Pulls.
- 5.1.4. Pull on instructor's signal.
- 5.1.5. Additional possible exercises may be introduced at the instructor's discretion at a level indicated or at any subsequent level:
  - a. Solo pull on own altitude awareness.
  - b. Heel clicks.
  - c. Free arm time.
  - d. Wave off.

### **5.2. Level 2**

- 5.2.1. Free arm time.
- 5.2.2. Practice Pulls
- 5.2.3. Reasonable body position.
- 5.2.4. Solo pull on own altitude awareness

5.2.5. Additional possible exercises may be introduced at the instructor's discretion at a level indicated or at any subsequent level:

- a. Turns (instructor attached).
- b. Tracking (instructor attached).
- c. Secondary instructor release.

**5.3. Level 3**

5.3.1. Leg and arm awareness

5.3.2. Heading maintenance (whilst totally released)

5.3.3. Additional possible exercises may be introduced at the instructor's discretion at a level indicated or at any subsequent level:

- a. Spotting

**5.4. Level 4**

Start and stop turn(s)

**5.5. Level 5**

5.5.1. Turns left and right

5.5.2. Additional possible exercises may be introduced at the instructor's discretion at a level indicated or at any subsequent level:

- a. Solo exit.
- b. Sub-terminal control.
- c. Tracking.

**5.6. Level 6**

5.6.1. Solo exit

5.6.2. Sub-terminal control

5.6.3. Attempt back loop(s)

5.6.4. Tracking

5.6.5. Additional possible exercises may be introduced at the instructor's discretion at a level indicated or at any subsequent level:

- a. Front loop(s)
- b. Unstable exit.
- c. Track turns

**5.7. Level 7**

5.7.1. Solo dive exit

- 5.7.2. Alternate 360° turns
- 5.7.3. Back loop(s)
- 5.7.4. Track and track turns
- 5.7.5. Wave off

## **5.8 Level 8**

Solo exit and pull stable within 10 seconds.

## **5.9. General**

- 5.9.1. Student Skydivers cannot progress more than one level per descent.
- 5.9.2. Levels 1-3 require 2 AFF Instructors and Levels 4-8 require 1 AFF Instructor.
- 5.9.3. AFF graduates may not be awarded Category 8 until a minimum of 10 consolidation jumps have been completed. These consolidation jumps may be started after the successful completion of Level 7. The AFF Student must be dispatched and supervised by at least a CSBI or AFFBI. Those dispatching instructors must have received a brief to dispatch AFF Students by at least an AFFI or be an AFFI (logbook endorsement).
- 5.9.4. Non AFFIs will only follow out consolidation students after successful completion of their Level 8.
- 5.9.5. Level 8 will only be authorised and carried out by an AFFI, who must satisfy him/herself that the criteria laid down for progression has been attained.
- 5.9.6. AFF skydiving including consolidation jumps may only take place at a PTO where regular AFF skydiving takes place and where AFF instructors are regularly available.
- 5.9.7. Continuation training for partially trained Student Skydivers or Student Skydivers trained outside the British Skydiving system will be at the discretion of the CI.

## **6. THE GRADING SYSTEM**

Once a skydiver has obtained 'A' Licence or above (or, prior to obtaining 'A' Licence for CH1 or JM1), that skydiver's continuation training may continue via a choice of various disciplines:

### **6.1. Jump Master (JM)**

- 6.1.1. To obtain Grade 1 in Jump Master (JM1) the skydiver must be introduced to JM by a CI/Advanced Instructor nominated Category System Basic Instructor (CSBI), a Category System Instructor (CSI), an Accelerated Free Fall Basic Instructor (AFFBI), or an Accelerated Free Fall Instructor (AFFI) of proven JM instructional ability.
- 6.1.2. The skydiver must also:
  - a. Demonstrate the ability to 'Spot' correctly from at least 10,000 ft AGL.



- b. Receive a full safety brief (given by an instructor) on, be familiar with and be able to carry out the duties and responsibilities of a Jumpmaster and has received an introduction to the British Skydiving Operations Manual.
  - c. Receive a full safety brief (given by an instructor) on, be familiar with and be able to carry out flight line checking on other skydivers of 'A' Licence and above.
  - d. Receive a full brief (given by a CI/Advanced Instructor nominated JM1 Grade skydiver) on, and be able to undertake, packing, inspection and basic fault finding on a ram air canopy.
- 6.1.3. Formal training lessons/briefs for JM1 may be carried out prior to the skydiver obtaining an 'A' Licence, at the discretion of the CI. However, before a JM1 is awarded, the instructor concerned must ensure that the skydiver has obtained 'A' Licence and lessons/briefs have been completed and signed for in the applicant's logbook.
- 6.1.4. Holders of JM1 may not act as jumpmaster until an 'B' Licence has been obtained.

## **6.2. Canopy Handling (CH)**

- 6.2.1. To obtain Grade 1 in Canopy Handling (CH1), the Student Skydiver must be introduced to CH by a CI/Advanced Instructor nominated Category System Basic Instructor (CSBI), a Category System Instructor (CSI), an Accelerated Free Fall Basic Instructor (AFFBI) or an Accelerated Free Fall Instructor (AFFI) of proven CH instructional ability, received a full safety brief and been instructed, both theoretically and practically on canopy handling relevant to CH1, and has successfully achieved the following:
- a. Flat turns on at least 3 descents.
  - b. Increased the range of the canopy using the toggles on at least 3 descents.
  - c. Displayed a reasonable level of canopy handling.
  - d. A CH1 written examination.
- 6.2.2. Student Skydivers must have successfully completed CH1 before applying for a British 'A' Licence.
- 6.2.3. Training programmes other than those contained in the British Skydiving Canopy Handling Manual are acceptable for training for CH1, provided all the requirements of sub-para 6.2.1. (above) are met.
- 6.2.4. It is permissible to complete both 'flat turns' and 'increasing the range of the canopy using the toggles, exercises on the same descent.

*N.B.(4) CH1 written examination can be found on Form 240.*

- 6.2.5. To obtain Grade 2 in Canopy Handling (CH2) the skydiver must be Grade 1 in CH (CH1) and be introduced to CH2 by a CI/Advanced Instructor nominated 'C' Licence or above CH2 Grade skydiver or equivalent of proven CH instructional ability, have received a full safety brief and been instructed, both theoretically and practically in canopy handling relevant to CH2, and has successfully achieved the following:
- a. Completed 5 of 10 pre-declared safe landings, within an area of 30 metres diameter.
  - b. Increased the range of the canopy in straight flight, using front and rear risers, on at least 3 descents.
  - c. Rear riser turns, as an avoidance manoeuvre, on at least 3 descents.
  - d. A CH2 written examination.
- 6.2.6. Skydivers must have successfully completed CH2 before applying for a 'B' Licence.
- 6.2.7. Training programmes other than those contained in the British Skydiving Canopy Handling Manual are acceptable for training for CH2, provided all the requirements of sub-para 6.2.2. (above) are met.
- 6.2.8. It is permissible to complete riser exercises and a pre-declared landing on the same descent. However, risers are not to be used as part of the landing pattern.

*N.B.(5) CH2 written examination can be found on Form 241*

*N.B.(6) The requirements for obtaining CH 2 may be found on Form 247*

*N.B.(7) The qualifications to become a CH coach may be found on Form 134B.*

### **6.3. Canopy Piloting (CP)**

- 6.3.1. To obtain Grade 1 in Canopy Piloting (CP1) the skydiver must hold a 'C' Licence and a Grade 2 in CH (CH2) and be introduced to CP1 by a CI/Advanced Instructor nominated 'D' Licence or above CP1 Grade skydiver or equivalent of proven CP instructional ability or Canopy coach and have a log book endorsement from the CI/Advanced instructor, have received a full safety brief and been instructed, both theoretically and practically in canopy piloting relevant to CP1, and has successfully achieved the following:
- a. Proficiency at conducting canopy drills (dive recovery techniques, straight approaches - 90 , 90 - 160 , 200 - 270 turns) at altitudes above 3,000ft AGL.
  - b. Proficient, high-performance landings, using front risers during a straight on approach, on at least 5 consecutive descents.
  - c. Proficient, high-performance landings, using a front riser/harness to create a final approach turn of between 45 and 90 , on at least 5 consecutive descents.
  - d. Proficient, high-performance landings, using a front riser/harness to create a final approach turn of between 90 and 160 , on at least 5 consecutive descents.

- a. Proficient, high-performance landings, using a front riser/harness to create a final approach turn of between 200 and 270 , on at least 5 consecutive descents.
  - b. A CP1 written examination.
- 6.3.2. Initially in air drills and high-performance landings must be supervised by a CP coach or equivalent. Student Canopy Pilots may then practise their skills. The CP Student must not progress to the next stage unless a CP coach or equivalent has endorsed Form 248.
- 6.3.3. All successful high-performance landings must be validated by a CP coach or equivalent using Form 248. The candidate must also countersign the coach's validation on Form 248.
- 6.3.4. Upon successful completion of each stage the candidate must not attempt larger degree final approach turns before gaining a requisite amount of experience as dictated by a CP coach or equivalent, who has evaluated the candidate over a reasonable period of time.
- 6.3.5. Training programmes other than those contained in the British Skydiving Canopy Piloting Manual are acceptable for training for CP1, provided all the requirements of sub-para 6.3.1. (above) are met.
- 6.3.6. Skydivers who have not been awarded CP1 must not attempt unsupervised high performance/swoop landings. Skills should only be practised at a PTO where a CP coach or equivalent is available for guidance.
- 6.3.7. British Skydiving 'C' Licence CH2 Grade skydivers who hold Official 'Pro Swooping Tour' 'Advanced' qualification are deemed to have qualified as CP1.
- N.B.(8) CP1 written examination can be found on Form 249.*
- 6.3.8. To obtain Grade 2 in Canopy Piloting (CP2) the skydiver must hold a 'D' Licence, a Grade 1 in CP (CP1) and have logged 500 high-performance swoop landings, including 100 in the previous 12 months, and has successfully achieved the following:
- a. Safe, high-performance runs, over a minimum 185ft long, 30ft wide carving course, that consists of 10ft vertical markers with a defined entry and exit gate, on at least 3 pre-declared consecutive descents.
- 6.3.9. During the above (a) run the candidate must, in a controlled manner, negotiate the course by scoring the entry gate and then flying to the exit gate without making any physical contact with the surface or vertical markers that define the course. "Scoring" is defined as some part of the candidate's physical body below the tops of the vertical markers that form the entry and exit gates.
- 6.3.10. Skydivers must be CP2 holders before being permitted to take part in a British Skydiving Canopy Piloting competition.
- 6.3.11. British Skydiving 'D' Licence CP1 Grade skydivers who hold Official 'Pro Swooping Tour' 'Pro' qualification are deemed to have qualified as CP2
- N.B.(9) The qualifications to become a CP coach may be found on Form 134C.*

#### **6.4. Formation Skydiving (FS)**

- 6.4.1. To obtain Grade 1 in Formation Skydiving (FS1) the skydiver must, be introduced to FS by a CI/Advanced Instructor nominated FS1 Grade skydiver or equivalent of proven FS instructional/coaching ability, have received a full safety brief and demonstrated the ability to:
- a. Control fall rate and turn in place.
  - b. Dive and approach a target and achieve docking techniques.
  - c. Break-off turn and track away to obtain clear airspace for deployment.
  - d. Maintain good altitude awareness throughout the skydive.
  - e. Control horizontal movement (forwards, backwards and sideways).
  - f. Complete four points of 4-way FS.
- 6.4.2. Prior to obtaining FS1, an 'A' Licence skydiver may make 2-way jumps, when not carrying out coaching jumps, provided he/she has received a full safety brief and the other skydiver is at least a 'C' Licence FS1 skydiver or equivalent, approved by the CI.
- 6.4.3. Prior to obtaining FS1, during coaching jumps, no more than one non-FS1 skydiver per group (maximum of a 4-way), all other skydivers must be at least FS1 grade or equivalent, including an FS coach or equivalent.
- 6.4.4. Training programmes other than those contained in the British Skydiving Formation Skydiving (FS) Manuals are acceptable for training for FS1, provided all the requirements of sub-para 6.4.1. (above) are met.

*N.B.(10) The qualifications to become an FS coach may be found on Form 134.*

#### **6.5. Canopy Formations (CF)**

- 6.5.1. To obtain Grade 1 in Canopy Formation (CF1) the skydiver must be a 'B' Licenced skydiver with a minimum of 100 descents, 5 of which must have been within previous 2 months, be introduced to CF by a CI/Advanced Instructor nominated CF1 Grade skydiver or equivalent of proven CF instructional ability, have received a full safety brief on 'CF Basics' (see British Skydiving CF Manual) and demonstrated the ability to:
- a. Safely approach, and fly in close proximity to, a target canopy
  - b. Control 3D movement relative to another canopy using appropriate inputs.
  - c. Dock safely on one other person having exited the aircraft after them.
  - d. Receive a centre dock and pilot a 2-stack/2-way plane.
  - e. Receive and make a wing dock.
  - f. Brief the Pilot and spot for a 2-way CF jump from at least 8,000ft AGL.
  - g. Land safely within 50m radius of a pre-declared target and show good altitude, heading and airspace awareness throughout each qualifying jump.

- h. Pack CF-specific equipment of the type(s) they are using (packing certificate and/or logbook endorsement).
- 6.5.2. A CF1 Grade skydiver is able to make 2-way CF formations with other CF1 or CF2 holders with CI approval. A CF1 holder must not make canopy formations larger than 2-way unless with a CI/Advanced Instructor nominated CF1 Grade skydiver or equivalent of proven CF instructional ability.
- 6.5.3. Training programmes such as those contained in the British Skydiving Canopy Formation Coaching Manual are acceptable for training for CF1, provided all the requirements of sub-para 6.5.1. (above) are met.
- 6.5.4. To obtain Grade 2 in Canopy Formation (CF2) the skydiver must be a Grade 1 in Canopy Formation (CF1), be introduced to CF2 by a CI/Advanced Instructor nominated CF2 Grade skydiver or equivalent of proven CF instructional ability, have received a full safety brief on 'Considerations for Larger CF' (see British Skydiving CF Manual) and demonstrated the ability to:
- a. Safely approach and fly in close proximity to a target formation.
  - b. Control 3D movement relative to at least 3 other canopies using appropriate inputs.
  - c. Safely approach a 2-way stack or planed formation and dock 3rd.
  - d. Safely approach a 3-way stack or planed formation and dock 4th.
  - e. Receive a dock as 2nd or 3rd in a stack.
  - f. Pilot a formation of 4 or more canopies in a stacked or planed formation.
  - g. Brief and complete a 4-way CF jump, which will include briefing the Pilot appropriately.
  - h. Spot for a 4-way CF jump from at least 8,000ft AGL.
  - i. Land safely within 50m radius of a pre-declared target and show good altitude, heading and airspace awareness throughout each qualifying jump
- 6.5.5. Training programmes such as those contained in the British Skydiving Canopy Formation Coaching Manual are acceptable for training for CF2, provided all the requirements of sub-para 6.5.4. (above) are met.

*N.B.(11) The qualifications to become a CF coach may be found on Form 134A.*

## **6.6. Individual Style (IS)**

- 6.6.1. To obtain Grade 1 in Individual Style (IS1) the skydiver must, be introduced to IS by a CI/Advanced Instructor nominated IS1 Grade skydiver or equivalent of proven IS instructional ability, have received a full safety brief and demonstrated the ability to:
- a. Complete a 'Full Series' with precision within 16 seconds.

*N.B.(12) Guidelines for obtaining IS1 can be found on Form 187.*

## 6.7. Freestyle/Freeflying (FF)

- 6.7.1. To obtain Grade 1 in Freestyle/Freeflying (FF1) the parachutist must first demonstrate (in a belly to earth position, as in 6.4.1. above) the ability to:
- Control fall rate and turn in place.
  - Dive and approach a target and achieve docking techniques.
  - Break-off turn and track away to obtain clear airspace for deployment.
  - Maintain good altitude awareness throughout the skydive.
  - Control horizontal movement (forwards, backwards and sideways).
- 6.7.2. The skydiver may then be introduced to FF (for FF1 training) by a CI/Advanced Instructor nominated FF1 or FF2 Grade skydiver or equivalent of proven FF instructional ability, have received a full safety brief and demonstrated the ability to:
- Fly in a 'back fly' recovery position without rapid deceleration or 'corking'.
  - Fly in a controlled sit/stand position.
  - Control fall rate in a sit/stand position.
  - Control forward and backward movement in a sit/stand position.
  - Control turns in both directions in a sit/stand position.
  - Fly relative to others in a sit/stand position.
- 6.7.3. Once FF1 has been obtained, the skydiver must not make FF descents with others without CI approval, (a logbook endorsement will suffice) and initially only small groups (e.g. 2-3 ways).
- 6.7.4. To obtain Grade 2 in Freestyle/Freeflying (FF2) the skydiver must be Grade 1 in FF (FF1) and be introduced to FF2 by a CI/Advanced Instructor nominated FF2 Grade skydiver or equivalent of proven FF instructional ability, have received a full safety brief and demonstrated the ability to:
- Fly in a controlled head down position.
  - Control fall rate in a head down position.
  - Control turns in both directions in a head down position.
  - Fly relative to others in a head down position.
  - Display independent body movement in a head down position, e.g. hand claps.
- 6.7.5. Training programmes such as those contained in the British Skydiving Freefly Progression Manual are acceptable for training for FF1 & FF2, provided all the requirements of sub-para 6.7. (above) are met.

*N.B.(13) The qualifications to become a FF or BFF coach may be found on Form 134D or 134F.*

## 6.8. Skysurfing (SS)

- 6.8.1. To obtain Grade 1 in Skysurfing (SS1) the skydiver must first be a 'C' Licence holder and demonstrate (in a belly to earth position as 6.4.1. above) the ability to:
- a. Control fall rate and turn in place.
  - b. Dive and approach a target and achieve docking techniques.
  - c. Break-off turn and track away to obtain clear airspace for deployment.
  - d. Maintain good altitude awareness throughout the skydive.
  - e. Control horizontal movement (forwards, backwards and sideways).
  - f. Maintain a 'stand up' position for 15 consecutive seconds.
  - g. Perform a controlled 360 degree turn in both directions whilst in a 'stand up' position.
  - h. Perform a straight body position forward and backward loop starting and returning back to a 'stand up' position.
  - i. Return back to a stable (belly to earth) position within 3-5 seconds from a fast side or back spin of at least 2 revolutions per second.
- 6.8.2. The skydiver may then be introduced to SS (for SS1 training) by a CI/Advanced Instructor nominated SS2 Grade skydiver or equivalent of proven SS instructional ability, have received a full safety brief and demonstrated the ability to:
- a. Jump a board of at least 3 feet in length and deploy in a 'stand up' position
  - b. Perform a stable 'surfing down the slipstream' type exit.
  - c. Perform a controlled 360 degree turn in both directions whilst upright on the board.
  - d. Perform a controlled back or front loop on the board.
  - e. Demonstrate forward movement by tracking whilst upright on the board.
- 6.8.3. Once SS1 has been obtained, the skydiver must not make SS descents with others without CI approval, (a logbook endorsement will suffice) and initially only small groups (e.g. 2-3 ways).
- 6.8.4. To obtain Grade 2 in Skysurfing (SS2) the skydiver must be Grade 1 in SS (SS1) and be introduced to SS2 by a CI/Advanced Instructor nominated SS2 Grade skydiver or equivalent of proven SS instructional ability, have received a full safety brief and demonstrated the ability to:
- a. Perform a controlled seated turn of 720 degrees (sit spin), starting and stopping on heading.
  - b. Perform a controlled 'helicopter' spin, rotating a minimum of 3 x 360 degrees but not exceeding 6 complete revolutions.

- c. Perform a full 360-degree back-loop or front-loop with a half twist from a standing position, under control.

*N.B.(14) Guidelines for obtaining SS1 and SS2 can be found on Form 189.*

## **6.9. Wing Suit (WS)**

- 6.9.1. To obtain Grade 1 in Wing Suit (WS1) flying, the skydiver must be a 'C' Licence holder with Grade 1 in Tracking (TR1), with at least 500 descents or at least 200 descents within the previous 18 months.
- 6.9.2. The skydiver may then be introduced to WS (for WS1 training) by a CI/Advanced Instructor nominated WS2 Grade skydiver or equivalent of proven WS instructional ability, have received a full safety brief and demonstrated the ability to:
  - a. Fly the wing suit safely and in a controlled manner (with overall stability) on at least three descents.
  - b. Deploy the main parachute in a safe wing suit manner (at the correct altitude) on at least three descents.
  - c. Fly a predetermined flight pattern and land within 50 metres of the target.
  - d. Demonstrate the correct post opening procedures on all qualifying descents.
- 6.9.3. Once WS1 has been obtained, the skydiver must not make WS descents with others without CI approval, (a logbook endorsement will suffice) and initially only small groups (e.g. 2-3 ways).
- 6.9.4. To obtain Grade 2 in Wing Suit (WS2) the skydiver must be Grade 1 in WS (WS1) and be introduced to WS2 by a CI/Advanced Instructor nominated WS2 Grade skydiver or equivalent of proven WS instructional ability, have received a full safety brief and demonstrated the ability to:
  - a. Control fall rate, by arching/de arching and use of wings.
  - b. Control of horizontal movement: forwards, backwards (slowing down relative to others) and sideways.
  - c. Maintain control whilst flying suit at its best and least effective capabilities.
  - d. Recover from an unstable exit and continue on correct flight path.
  - e. Dive and approach a target.
  - f. Land within 25 metres of the target on 5 consecutive descents.
- 6.9.5. Once WS2 has been obtained, the skydiver may jump with groups larger than 3 with CI approval (a logbook endorsement will suffice).
- 6.9.6. Training programmes such as those contained in the British Skydiving Wing Suit Training Manual are acceptable for training for WS1 & WS2, provided all the requirements of the above sub-paras are met.



*N.B.(15) The qualifications to become a WS coach may be found on Form 134E.*

## **6.10. Tracking (TR)**

- 6.10.1. To obtain Grade 1 in Tracking (TR1) 'belly to earth' the skydiver must hold a British Skydiving 'B' Licence and first demonstrate, in a belly to earth position (as in 6.4.1. above) the ability to:
- a. Control fall rate and turn in place.
  - b. Dive and approach a target and achieve docking techniques.
  - c. Break-off turn and track away to obtain clear airspace for deployment.
  - d. Maintain good altitude awareness throughout the skydive.
  - e. Control horizontal movement (forwards, backwards and sideways).
- 6.10.2. The skydiver may then be introduced to TR (for TR1 training) 'belly to earth' by a CI/Advanced Instructor nominated TR1, TR2 or TR3 Grade skydiver or equivalent of proven TR instructional ability, have received a full safety brief and demonstrated the ability to:
- a. Fly in a tracking position without noticeable change in fall rates or 'loss of heading'.
  - b. Fly in a controlled tracking position relative to others in groups of no more than 4.
  - c. Control fall rate in a tracking position.
  - d. Safely control directional ability upon break off and have a fully deployed main canopy by 3000ft AGL.
- 6.10.3. Once TR1 has been obtained, the skydiver must not make TR descents in groups of larger than 4 without CI approval, (a logbook endorsement will suffice).
- 6.10.4. No Tracker in the group may fly on their backs unless they are at least a TR2 grade skydiver or training for TR2.
- 6.10.5. Skydivers training for TR1 and TR2 may not be in the same group.
- 6.10.6. In all cases no angle of greater than 45 degrees may be displayed in any tracking group of those not holding TR3 or training for TR3. Tracking groups and individuals within it must only fly at the angle dictated by the least experienced jumper.
- 6.10.7. To obtain Grade 2 in Tracking (TR2) 'back to earth' the skydiver must be Grade 1 (TR1) and be introduced to TR2 by a CI/Advanced Instructor nominated TR2 or TR 3 Grade skydiver or equivalent of proven TR instructional ability, have received a full safety brief and demonstrated the ability to:
- a. Fly in a tracking position without noticeable change in fall rates or 'loss of heading' utilising another TR skydiver as a guide for directional control.
  - b. Fly in a controlled tracking position relative to others in groups of no more than 4.

- c. Control fall rate in a tracking position.
  - d. Safely control directional ability upon break off and have a fully deployed main canopy by 3000ft AGL.
- 6.10.8. Once TR2 has been obtained, the skydiver must not make TR descents in groups of larger than 6 without CI approval, (a logbook endorsement will suffice).
- 6.10.9. The leader of the tracking group must be in a 'belly to earth' position. However, they may be on their backs only if they have another, specifically appointed experienced TR tracker over them who is 'belly to earth' to assist in the directional control.
- 6.10.10. In all cases no angle of greater than 45 degrees may be displayed in any tracking group of those not holding TR3 or training for TR3. Tracking groups and individuals within it must only fly at the angle dictated by the least experienced jumper.
- 6.10.10. To obtain Grade 3 in Tracking (TR3) 'angle flying' the skydiver must be Grade 2 (TR2) and be introduced to TR3 by a CI/Advanced Instructor nominated TR3 Grade skydiver or equivalent of proven TR instructional ability, have received a full safety brief and demonstrated the ability to:
- a. Fly in a 'belly to earth' and 'back to earth' tracking position of more than 45 degrees without noticeable change in fall rates or 'loss of heading' utilising another TR3 skydiver as a guide for directional control.
  - b. Control fall rate whilst in an angle flying position greater than 45 degrees.
  - c. Control angled flight of angles greater than 45 degrees relative to others within the group, of no more than 4.
  - d. Safely control directional ability upon break off and have a fully deployed main canopy by 3000ft AGL.
- 6.10.11. Once TR3 has been obtained, the skydiver must not make TR descents in groups of larger than 6 without CI approval, (a logbook endorsement will suffice).
- 6.10.12. The leader of the angle flying group must be in a belly to earth position. However, they can be on their backs only if they have another, specifically appointed experienced tracker over them who is belly to earth to assist in the directional control.
- 6.10.13. Training programmes such as those contained in the British Skydiving Tracking Progression Manual are acceptable for training for TR1, TR2 & TR3, provided all the requirements of the above sub-paras are met.

*N.B.(16) The qualifications to become a TR coach or BTR coach can be found on Forms 134G & 134H respectively.*

**6.11. Note:**

- 6.11.1. The award of a Grade in any of the disciplines may only be made by an Advanced Instructor.

- 6.11.2. Grades are awarded by the placement of a discipline specific stamp in the skydiver's British Skydiving Licence.
- 6.11.3. British Skydiving 'D' Licence skydivers wishing to take part in the above disciplines (except Skysurfing and Canopy Piloting competitions) may do so without first taking part in the various Grading System training requirements, though they are recommended to do so.

#### **6.12. Coach Rating Renewal**

- 6.12.1. Coaching ratings expire on the 31<sup>st</sup> 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 skydiving coaching relevant to his/her status and has completed the following.
  - a. A minimum of five lessons / briefs during the preceding year.
  - b. 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.
- 6.12.2. Where coaches hold more than one rating, the 5 coaching descents are a total of all their coaching descents and not per discipline.
- 6.12.3. A CI will require his/her coaching rating(s) countersigned for renewal by another CI other than him/herself.

### **7. STUDENT TANDEM SKYDIVERS**

#### **7.1. Definition**

A Student Tandem Skydiver is defined as anyone making a descent attached to a Tandem Instructor, other than those defined in paragraph 7.3 (below).

#### **7.2. Progression**

Tandem Students wishing to progress to 'Solo' skydiving may do so in a number of ways: Complete the Basic Training Syllabus for either the Category System or Accelerated Free Fall (AFF) training system (Section 5, Paragraph 2.1).

- 7.2.1. Convert to AFF at Level 2 after completing a minimum of 2 Tandem descents. The Tandem descent prior to conversion must be preceded by Tandem/AFF conversion training, after which the Tandem conversion descent must be successfully completed.

*N.B.(17) The requirements for Tandem/AFF Conversion may be found on Form 273.*

#### **7.3. Non-Student Tandem Skydivers**

British Skydiving 'B' Licence skydivers participating in Tandem Instructor Evaluation Courses (see Section 4, Para 5.2.2), Tandem System Conversion Courses (see Section 4, Para 5.5.2), or assisting on Tandem Instructor currency descents (see Section 4, Para 5.6.1 & 5.7.2c), are not classified as Student Tandem Skydivers.

## SECTION 3

### JUMPMASTERS

#### 1. GENERAL

- 1.1. A Jumpmaster (JM) is at least a British Skydiving 'B' Licence skydiver appointed to take charge of the skydivers on any particular aircraft lift. He/she will normally be the most experienced skydiver on board. No aircraft with more than one skydiver on board will take off without a JM being appointed.
- 1.2. If the nominated JM exits prior to the last pass, a second suitably qualified JM is to be nominated to take charge of subsequent passes.
- 1.3. British Skydiving 'B' Licence skydivers and above acting as JM may only dispatch British Skydiving 'A' Licence skydivers or above. Student Skydivers must be dispatched by an instructor (except in the case of 1.5. below).
- 1.4. If for any reason a Student Skydiver does not jump, an instructor (who is not the pilot) must remain in the aircraft with the Student Skydiver(s).
- 1.5. British Skydiving 'C' Licence skydivers or above preparing to attend, or whilst attending a Category System Basic Instructor (CSBI) Course may dispatch Student Skydivers under direct supervision of at least a Category System Instructor (CSI).
- 1.6. AFF Students may be dispatched on their consolidation jumps by at least a CSBI or AFFBI, but only AFFIs are permitted to dispatch or jump with AFF Students on all AFF Levels, including Level 8. Non AFFIs will only follow out consolidation students after successful completion of their Level 8. (*see Section 2, Paragraph 5, sub-para 5.9.3*).
- 1.7. JMs must have available to them in the aircraft a suitable knife for use in case of emergency.
- 1.8. Jumpmasters must ensure that skydivers do not exit the aircraft if conditions are not suitable (see Section 8 – Parachuting Limitations).

#### 2. RESPONSIBILITY

- 2.1. JMs are responsible for briefing their pilots before take-off on all relevant points concerning the requirements of the skydivers to be dropped. They will also ensure that all skydivers below British Skydiving 'C' Licence have been fully briefed.
- 2.2. In an emergency JMs will, if practicable, seek and follow the instructions of the pilot. If this is not possible, they will use their own judgement and act accordingly (see Section 10 – Safety, para 1)
- 2.3. The JM is responsible for ensuring that all skydivers below British Skydiving 'B' Licence on board have been checked.
- 2.4. British Skydiving 'B' Licence skydivers and above are responsible for ensuring that they have been checked.
- 2.5. JMs must be satisfied that aircraft movement on the ground, or in the air, within or close to the PLA/DZ will not endanger descending skydivers before dispatching any part of the lift.
- 2.6. The dropping of the Wind Drift Indicator (WDI) and subsequent spotting must be carried out by, or supervised by, the JM.

## SECTION 4

### INSTRUCTORS

#### 1. CATEGORY SYSTEM BASIC INSTRUCTOR (CSBI)

To become a Category System Basic Instructor, the candidate must fulfil all the requirements of a Category System Basic Instructor Course.

##### 1.1 Required qualifications to attend:

- 1.1.1. A British Skydiving 'C' Licence.
- 1.1.2. Two years involved in Skydiving.
- 1.1.3. A written recommendation by a CI who has known the candidate for a minimum of six months and has seen him/her regularly skydiving during that period.
- 1.1.4. Holds a current 'Solo Skydiving Instructor Medical Certificate/Doctor's Certificate' (Form 116A).
- 1.1.5. Holds a British Skydiving Packing certificate.
- 1.1.6. Holds a current Parachuting Radio Operators Certificate of Competence.
- 1.1.7. Completed and fulfilled the requirements of the British Skydiving CSBI Proficiency Card (Form 254a).
- 1.1.8. At the start of the course, the candidate must have completed 60 descents in the previous two years.

1.2. Will be required to attend a CSBI Course of up to a week in length organised by the Safety & Technical Officer (STO) or Chief Operating Officer (COO).

1.3. After successfully completing the CSBI Course, the candidate will be awarded CSBI status, and will be permitted to instruct/coach (Category System) Student Skydivers, under supervision.

1.4. The CSBI rating is valid for a period of twelve (12) months from the date of issue.

1.5. CSBIs may dispatch and supervise AFF Students on Consolidation jumps, following a brief by at least an AFFI (logbook endorsement). CSBIs may only follow out Consolidation students after successful completion of their Level 8.

*N.B.(1) The Training Syllabus for Category System Basic Instructors can be found on Form 151.*

#### 2. TANDEM BASIC INSTRUCTOR (TBI)

To become a Tandem Basic Instructor, the candidate must fulfil all the requirements of a Tandem Basic Instructor Course.

##### 2.1 Required qualifications to attend:

- 2.1.1. A British Skydiving 'C' Licence.

- 2.1.2. Two years involved in Skydiving,
  - 2.1.3. A written recommendation by a CI who has known the candidate for a minimum of six months and has seen him/her regularly skydiving during that period.
  - 2.1.4. Holds a British Skydiving Packing certificate.
  - 2.1.5. Completed and fulfilled the requirements of the British Skydiving TBI Proficiency Card (Form 254b).
  - 2.1.6. At the start of the course, the candidate must have completed 60 descents in the previous two years.
- 2.2.** Will be required to attend a TBI Course of up to a week in length organised by the STO or COO.
- 2.3.** After successfully completing the TBI Course, the candidate will be awarded TBI status, and will be permitted to instruct/brief Tandem Student Skydivers, under direct supervision, but will not be permitted to make Tandem parachute descents.
- 2.4.** TBI Course candidates should meet the jump and free fall requirements of the Tandem Instructor Course (para. 5.1.2.- below) prior to attending the TBI Course.
- 2.5.** The TBI rating is valid for a period of twelve (12) months from the date of issue.

*N.B.(2) The Training Syllabus for Tandem Basic Instructors can be found on Form 152.*

### **3. ACCELERATED FREE FALL BASIC INSTRUCTOR (AFFBI)**

To become an Accelerated Free Fall Basic Instructor, the candidate must fulfil all the requirements of an Accelerated Free Fall Basic Instructor Course.

#### **3.1 Required qualifications to attend:**

- 3.1.1. A British Skydiving 'D' Licence.
- 3.1.2. Two years involved in Skydiving.
- 3.1.3. A written recommendation by a CI who has known the candidate for a minimum of six months and has seen him/her regularly skydiving during that period.
- 3.1.4. Holds a current 'Solo Skydiving Instructor Medical Certificate/Doctor's Certificate' (Form 116A).
- 3.1.5. Holds a British Skydiving Packing certificate.
- 3.1.6. Holds a current Parachuting Radio Operators Certificate of Competence.
- 3.1.7. Completed and fulfilled the requirements of the British Skydiving AFFBI Proficiency Card (Form 254c).
- 3.1.8. At the start of the course, the candidate must have completed 60 descents in the previous two years.

- 3.2. Will be required to attend an AFFBI Course of up to a week in length organised by the STO or COO.
- 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 Skydivers initially under direct supervision until competency is proven (logbook endorsement) and then 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 Skydivers.
- 3.4. AFFBI Course candidates should meet the jump and free fall requirements of the Accelerated Free Fall Instructor Course (para. 6.1.2. - below) prior to attending the AFFBI Course.
- 3.5. The AFFBI rating is valid for a period of twelve (12) months from the date of issue.

*N.B.(3) The Training Syllabus for Accelerated Free Fall Instructors can be found on Form 153.*

#### 4. CATEGORY SYSTEM INSTRUCTOR (CSI)

To become a Category System Instructor, the candidate must fulfil all the requirements of a Category System Instructor Course.

##### 4.1 Required qualifications to attend:

- 4.1.1. At least 6 months as a Category System Basic Instructor or is an Accelerated Free Fall Instructor.
- 4.1.2. A written recommendation from the candidate's CI, together with Form 254d detailing the work carried out during the candidate's probationary period.
- 4.1.3. Holds a British Skydiving Canopy Handling (CH) coach qualification.
- 4.1.4. At the start of the course, the candidate must have completed 60 descents in the previous two years.

- 4.2. Will be required to attend a Category System Instructor Course of up to a week in length organised by the STO or COO.
- 4.3. On successful completion of 4.2. above, two Instructor Examiners (IEs) will sign the qualification of the candidate. He/she will then be awarded CSI status and be qualified to instruct/coach (Category System) Student Skydivers up to British Skydiving 'A' Licence.
- 4.4. AFF Instructors preparing to attend a CSI course have the privileges of a CSBI and are permitted to teach the relevant course content under the direct supervision of a CI nominated current Category System Instructor who has held the rating for no less than two years.

*N.B.(4) The Training Syllabus for Category System Instructors can be found on Form 151.*

#### 5. TANDEM INSTRUCTOR (TI)

To become a Tandem Instructor, the candidate must fulfil all the requirements of a Tandem Instructor Course authorised by the STO or COO.

**5.1. Requirements to attend:**

- 5.1.1. At least a Category System Basic Instructor, a Tandem Basic Instructor or Accelerated Free Fall Basic Instructor.
- 5.1.2. A minimum of 800 descents and 8 hours of free fall time.
- 5.1.3. A written recommendation by the candidate's CI.
- 5.1.4. Holds a current 'Tandem Skydiving Instructor Medical Certificate/Doctor's Certificate' (Form 116.)
- 5.1.5. Has completed a minimum of 50 descents in the previous 12 months.
- 5.1.6. Has made a descent acting as a Student Tandem Skydiver within the Tandem Basic Instructor probationary period. CSIs or AFFIs within the previous 6 months
- 5.1.7. Has read and is fully familiar with the Tandem Equipment Manual applicable to the Tandem Equipment he/she is to be evaluated on.
- 5.1.8. Knows how to pack the main parachute of the Tandem Equipment (as per the Manufacturer's Manual) and is documented to do so.
- 5.1.9. Completed and fulfilled the requirements of the British Skydiving TI Proficiency Card (Form 254e).

**5.2. Evaluation descents on the Course.**

- 5.2.1. A minimum of 4 evaluation descents will be made using a suitable container, followed by:
- 5.2.2. A minimum of 5 evaluation descents with a British Skydiving 'B' Licence skydiver acting as a Student Tandem Skydiver (see 5.3. below).
- 5.2.3. All objectives must be achieved within a maximum of 12 descents.
- 5.2.4. The candidate will only be evaluated on one type of Tandem parachute system.
- 5.2.5. 5.2.1 & 5.2.2 above does not apply to candidates who are current British Military Tandem Parachutists. The course Examiners will decide on the number of descents required.

**5.3. Qualifications to act as Student Tandem Skydivers on the Course**

- 5.3.1. All evaluation descents must be with current British Skydiving 'B' Licence skydivers. They must be briefed on how to respond to Tandem emergencies.
- 5.3.2. All skydivers acting as Student Tandem Skydivers must wear an altimeter. Secondary handles may also be fitted.

**5.4. On successful completion of the course the candidate will be awarded Tandem Instructor status for the particular type of equipment he/she was evaluated on.**



## **5.5 Tandem Instructor Probationary Period.**

After successful completion of the Tandem Instructor Course, those recently qualified Tandem Instructors will start a probation period consisting of 20 Tandem descents. During the 20 probationary Tandem descents the Tandem Instructor will be restricted to the limitations laid out in The Tandem Instructor Probationary Record (Form 325).

## **5.6. Tandem System Conversion.**

Tandem Instructors wishing to convert to a different type of Tandem System where the primary handles (deployment devices i.e. Drogue and Primary release handles) are situated in a different place to the system they were originally evaluated on, will be required to complete a TI Conversion Course, authorised by the STO or COO and conducted by an independent British Skydiving Tandem Examiner who is current on the system for conversion and which will include the following evaluation jumps:

- 5.6.1. At least 1 jump with a suitable container.
- 5.6.2. A minimum of 2 descents with a British Skydiving 'A' Licence skydiver acting as a Student Tandem Skydiver.

*N.B.(5) The requirements for those acting as Student Tandem Skydivers are as 5.3.1 and 5.3.2 above.*

*N.B.(6) The requirements along with a conversion table to assist with identifying those Tandem systems which will require a conversion course can be found on Form 294.*

## **5.7. 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 'A' Licence skydiver acting as a Tandem Student whilst using a hand/wrist mounted camera.

- 5.7.1. Only a TI approved by the CI may use a hand/wrist mounted camera and its mount must be inspected and approved by the CI.
- 5.7.2. TIs must be fully briefed by the CI or CI nominated TI on the requirements to use the camera. This will include emergency procedures.
- 5.7.3. Prior to jumping with a 'A' Licence skydiver the TI must make a minimum of 2 descents with a hand/wrist mounted camera on Tandem equipment using a suitable container.
- 5.7.4. The Tandem Instructor must be able to carry out his/her systems checks, maintain heading and deploy in a stable position.
- 5.7.5. The 'A' Licence skydiver must be briefed on how to respond to Tandem emergencies.
- 5.7.6. Each 'A' Licence Tandem descent must be filmed by inside/outside camera person and this must be included in the Tandem Instructor's debrief.
- 5.7.7. Hand/wrist mounted cameras are to be fitted to left hand/wrist only.

## **5.8. Tandem Instructor Currency**

- 5.8.1. Any TI, who has not made a Tandem descent in the preceding 3 calendar months, must make one Tandem jump with a British Skydiving 'A' Licence skydiver before taking a Student Tandem Skydiver. The British Skydiving 'A' Licence skydiver must be briefed on how to respond to Tandem emergencies.
- 5.8.2. Prior to the above jump the TI must practise emergency procedures with the skydiver attached.
- 5.8.3. All current TIs must have practised Tandem Reserve Drills in a suspended harness within the previous one calendar month. The harness handle configuration must be as per the equipment to be used. It is the responsibility of the TIs to ensure that the reserve drills are observed and signed for in their logbook by a CI, or CI nominated TI.

## **5.9. Currency requirements to jump a hand/wrist mounted camera**

- 5.9.1. Any TI wishing to continue jumping a hand/wrist mounted camera 12 months after first being cleared to do so must have made 100 hand/wrist mounted camera descents within the preceding 12 calendar months, otherwise they must again satisfy the initial requirements.
- 5.9.2. Any TI previously cleared to jump a hand/wrist mounted camera who has not made a Tandem descent within the preceding 3 months must either meet the requirements of 5.8.1. above, or be within 12 months of their initial Tandem hand/wrist mounted camera Clearance, and in each case, they must make a jump with a hand/wrist mounted camera with a 'A' License skydiver before jumping a hand/wrist mounted camera with Tandem Students. The British Skydiving 'A' Licence skydiver must be briefed on how to respond to Tandem emergencies.
- 5.9.3. Any TI who has over 500 hand/wrist mounted camera descents must do a minimum of 50 hand/wrist mounted camera descents within the previous two years to continue jumping hand/wrist mounted cameras.

## **5.10. Tandem Instructor Rating Renewal**

In addition to normal Instructor Rating Renewal requirements (see para 12 below), a TI must also fulfil the following:

- 5.10.1. Has made a minimum of 20 Tandem descents in the previous 12 months. Instructors holding ratings for more than one Tandem System must have made a minimum of 10 Tandem descents on each system in that period.
- 5.10.2. Failure to reach the required number of descents in the preceding 12 months will require the TI to present him/herself to an IE for refresher training. Training will include the following:
  - a. Suspended harness drills and emergency drills.
  - b. One descent with a suitable container.
  - c. One descent with a British Skydiving 'A' Licence Skydiver, who has been fully briefed on how to respond to Tandem emergencies.

- 5.10.3. Subsequent failure to reach the required number of Tandem descents in the next 12 months, will require the instructor to present him/herself for re-evaluation on a TI course. The course Instructor Examiners will decide on the number of descents required.

*N.B.(7) The Training Syllabus for Tandem Instructors can be found on Form 152.*

## **6. ACCELERATED FREE FALL INSTRUCTOR (AFFI)**

To become an Accelerated Free Fall Instructor, the candidate must successfully complete an Accelerated Free Fall Instructor Course, organised by the STO or COO.

### **6.1. Required qualifications to attend:**

- 6.1.1. A Category System Instructor (CSI), A Category System Basic Instructor (CSBI) or an Accelerated Free Fall Basic Instructor (AFFBI) who has held the rating for at least six months.
- 6.1.2. Holds a British Skydiving 'D' Licence and has a minimum of 10 hours free fall time.
- 6.1.3. Holds a British Skydiving Canopy Handling (CH) coach qualification.
- 6.1.4. A written recommendation from the candidate's CI.
- 6.1.5. Completed and fulfilled the requirements of the British Skydiving AFF Proficiency Card (Form 254f).
- 6.1.6. At the start of the course, the candidate must have completed 60 descents in the previous two years.

### **6.2. Evaluation jumps**

Candidates must make 5 evaluation jumps on which a pass mark of 12 points must be obtained.

- 6.3. On successful completion of the above course, two IEs will sign the qualification of the candidate. He/she will then be awarded AFFI status and be qualified to instruct/coach AFF Student Skydivers.
- 6.4. Holders of CSI ratings have the privileges of an AFFBI rating whilst preparing to attend an AFFI course and are permitted to teach the relevant course training syllabus initially under direct supervision until competency is proven (logbook endorsement ) and then continue under supervision of a CI nominated current AFF Instructor who has held the rating for no less than two years.

*N.B.(8) The Training Syllabus for Accelerated Free Fall Instructors can be found on Form 153.*

## **7. ADVANCED INSTRUCTOR (AI)**

To become an Advanced Instructor the candidate must fulfil all the requirements of the Pre-Advanced Instructor Assessment Course and an Advanced Instructor Examination Course.

### **7.1. Required qualifications to attend:**

- 7.1.1. Has been a Category System and/or AFF Instructor for at least three years.

- 7.1.2. Holds a British Skydiving 'D' Licence.
- 7.1.3. Has completed a night descent and display descent.
- 7.1.4. At the start of the course, the candidate must have completed 60 descents in the previous two years.
- 7.2. Will be required to attend a Pre-Advanced Instructor Assessment Course of up to a week in length organised by the STO or COO.
- 7.3. After completing the Pre-Advanced Instructor Assessment Course, the candidate will be either advised to re-apply to attend another Pre-Advanced Instructor Assessment Course after a minimum period of time, or will be recommended to attend an Advanced Instructor Examination Course for upgrading to Advanced Instructor after a period of time specified by the Instructor Examiners, but within a maximum of 18 months.
- 7.4. On successful completion of the Advanced Instructor Examination Course, two Instructor Examiners will sign the qualification of the candidate; he/she will then be awarded Advanced Instructor status.

*N.B.(9) The Training Syllabus for Advanced Instructors can be found on Form 151.*

## **8. INSTRUCTOR EXAMINER (IE)**

To become an Instructor Examiner, the candidate must fulfil the requirements for upgrading to Instructor Examiner on the appropriate Courses.

- 8.1. The candidate must have been an Advanced Instructor for at least two years.
- 8.2. At the start of the course, the candidate must have completed 60 descents in the previous two years.
- 8.3. Has attended at least two Category System Basic Instructor Courses of up to a week in length.
- 8.4. Prove his/her ability to examine candidates on instructor courses and be able to critique instructors.
- 8.5. Is able to present the required lectures on the CSBI Course.
- 8.6. On successful completion of the requirements for upgrading to IE, two IEs will sign the qualification of the candidate. He/She will then be awarded Instructor Examiner status.
- 8.7. After becoming an IE he/she must attend an instructor course at least every two years.
- 8.8. When examining instructors, every IE must be aware of his/her responsibilities towards British Skydiving, the PTO, the Student Skydivers and the Candidate him/herself and of the consequences which may flow from an incident due or partly due to faulty instruction. If there is any reasonable doubt in his/her mind that the candidate is too inexperienced, temperamentally or in any way unsuitable, an IE must NOT sign his/her rating.

## 9. GROUND INSTRUCTORS (G)

A Ground Instructor is a British Skydiving instructor who does not meet the required annual/bi-annual jump number requirements for instructor rating renewal (see para 12, below), or wishes to only take part in 'ground' instruction. To obtain a ground instructor rating, an instructor (CSI, AFFI or TI) must contact British Skydiving HQ, in writing, stating which rating(s) he/she wishes changing. After which the instructor may renew his/her ground instructor rating annually (see *N.B.* below).

### 9.1. Category System Instructor (G)

To become a CSI(G) the CSI must have held the rating for a minimum of 3 years before changing to a ground rating. Once the change has been made the CSI(G) will be permitted to carry out all the duties of a CSI on the ground, but will not be permitted to carry out any CSI duties in the aircraft or in the air, including dispatching, jumping with or observing Student Skydivers.

### 9.2. Accelerated Free Fall Instructor (G)

To become an AFFI(G) the AFFI must have held the rating for a minimum of 3 years before changing to a ground rating. Once the change has been made the AFFI(G) will be permitted to carry out all the duties of a AFFI on the ground, but will not be permitted to carry out any AFFI duties in the aircraft or in the air, including dispatching, jumping with or observing Student Skydivers.

### 9.3. Tandem Instructor (G)

To become a TI(G) the TI must have held the rating for a minimum of 3 years before changing to a ground rating. Once the change has been made the TI(G) will be permitted to carry out all the duties of a TI on the ground but will not be permitted to carry out any TI duties in the aircraft or in the air, including jumping with Tandem Student Skydivers.

*N.B. Ground Instructor ratings expire on the 31<sup>st</sup> March each year but may be renewed up to six months after that date. To renew a ground instructor rating the instructor must satisfy his/her CI and that he/she is current in all aspects of skydiving instruction relevant to his/her status.*

### 9.4. Regaining Full Instructor Status

Should a Ground Instructor (G) wish to regain his/her full instructor status, that instructor must first obtain STC approval, via his/her CI. STC will decide what will be required to regain full instructor status. After regaining full instructor status, the instructor will then be required to fulfil the requirements for renewal as detailed in paragraph 12 (below).

## 10. EVALUATION/EXAMINATION APPEALS

Any candidate who fails an evaluation or examination for any instructor or IE qualification may appeal against such a decision. In the first instance such appeal must be made to the STC. STC's subsequent ruling will be referred to Council for ratification and a further appeal may be made to Council at that time.

## 11. CHIEF INSTRUCTOR (CI)

- 11.1. A CI must be at least an AI who is responsible for ensuring that all skydiving, training, and flying activities are carried out in accordance with the British Skydiving Operations Manual.
- 11.2. The CI may delegate various responsibilities to qualified subordinates. This may be by the subordinate signing a form to accept responsibility for a specific area/duty. The CI is to ensure that any person accepting responsibility is aware of what that responsibility entails. Where the CI does not have the rating for a training system taking place at the PTO he/she is CI of, that CI should delegate the responsibility to an Instructor with the appropriate rating, who has held that rating for a minimum of three years.
- 11.3. The CI has the full backing of the STC to ground any member of the PTO or visitor using the PTO's facilities on grounds of contravening British Skydiving Operations Manual requirements, or local SOPs, or whenever it is considered to be in the interests of the PTO or members to do so. He/she may recommend to the STC that any British Skydiving member be permanently grounded, giving the reason in writing. In such cases members concerned will have the right of appeal.
- 11.4. The CI is automatically a voting member of STC, providing he/she is the CI of a British Skydiving Affiliated PTO.
- 11.5. British Skydiving and Civil Aviation Authority (CAA) shall be notified in writing not less than seven days in advance of any intended change of CI.

## 12. INSTRUCTOR RATING RENEWALS

- 12.1. Instructor ratings expire on the 31<sup>st</sup> 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 skydiving 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 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 British Skydiving '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 British Skydiving Instructor Course provided they are current and only at the discretion of the course director.
- 12.2.4. The above (12.2.1. – 12.2.3) does not apply to AFF Instructor ratings.
- 12.2.5. 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.
- 12.2.6. Once an instructor rating has expired the instructor may not exercise the privileges of that rating until the rating is renewed.
- 12.2.7. All instructors (excluding TBIs or TIs) are required to hold a current Parachuting Radio Operators Certificate of Competence.

*N.B.(10) For Tandem Instructor rating renewals also refer to para 5.7. above.*

### **13. NON-BRITISH SKYDIVING INSTRUCTORS**

#### **13.1. Accelerated Free Fall & Tandem Instructors**

Non British Skydiving rated AFF and/or Tandem Instructors wishing to make AFF or Tandem instructional descents at British Skydiving Affiliated PTOs must be 'full' members of British Skydiving, be able to communicate adequately in spoken and written English, successfully complete a written examination on the requirements of the British Skydiving Operations Manual, have received a Methods of Instruction, Drop Zone Management and an Incident Procedures lecture, given by at least a British Skydiving Advanced Instructor. Prepared and delivered (to a CI) the relevant 'ground school' for the rating being applied for. Have a written recommendation from a CI prior to attending a British Skydiving Tandem and/or AFF Instructor Conversion Course. Successfully carry out the relevant 'ground school' on the course and be evaluated in air as directed by the Instructor Examiners on the course (at least two descents). He/she must also fulfil the specific requirements to attend, below:

- 13.1.1. Accelerated Free Fall Instructor:
  - a. Hold a current AFF instructor rating acceptable to the skydiving governing organisation of the country where the rating was obtained.
  - b. Hold a current British Skydiving 'Solo' Skydiving Instructor Medical Certificate/Doctor's Certificate (Form 116A).
  - c. Have completed a Foreign AFF Proficiency card (Form 254g).
  - d. Holds a current Parachuting Radio Operators Certificate of Competence.
  - e. Hold a British Skydiving Canopy Handling (CH) coach qualification.
  - f. Have a minimum of 100 AFF instructional descents.
  - g. Have at least 1,000 descents and 10 hours of free fall time.

13.1.2. Tandem Instructor:

- a. Hold a current Tandem instructor rating acceptable to the skydiving governing organisation of the country where the rating was obtained.
- b. Hold a current British Skydiving Tandem Instructor Medical Certificate (Form 116).
- c. Hold a British Skydiving packing certificate for the main Tandem parachute to be evaluated on.
- d. Have completed a Foreign Tandem Proficiency card (Form 254h).
- e. Have a minimum of 100 Tandem instructional descents.
- f. Have at least 800 descents and 8 hours of free fall time.

13.1.3. Following successful completion of the above the instructor will be awarded a British Skydiving Tandem and/or AFF rating as applicable.

13.1.4. Some other British Skydiving instructor ratings such as Category System Instructor may not have non-British Skydiving equivalents, therefore non-British Skydiving instructors wishing to obtain ratings other than AFF, Tandem or Advanced Instructor must complete the appropriate British Skydiving course(s).

*N.B(11). Non-British Skydiving AFF Instructor Syllabus may be found on Form 153a.*

*N.B(12). Non-British Skydiving Tandem Instructor Syllabus may be found on Form 153b.*

**13.2. Advanced Instructor**

Non-British Skydiving instructors or foreign British Skydiving instructors (excluding Tandem Instructors) who have not held a British Skydiving instructor rating for a minimum of 3 years, wishing to become a British Skydiving Advanced Instructor must be 'full' members of the British Skydiving, be able to communicate adequately in spoken and written English, successfully complete a written examination on the requirements of the British Skydiving Operations Manual, have received a Methods of Instruction, Drop Zone Management and an Incident Procedures lecture, given by at least a British Skydiving Advanced Instructor. Have a written recommendation from a CI prior to attending a British Skydiving Pre-Advanced Instructor Assessment Course. He/she must also fulfil the specific requirements to attend, below:

13.2.1. Required qualifications to attend:

- a. Hold a current non-British Skydiving instructor rating, held for a minimum of 3 years, acceptable to the skydiving governing organisation of the country where the rating was obtained.
- b. Holds a British Skydiving CSI and/or British Skydiving AFFI rating.
- c. Holds a British Skydiving 'D' Licence.
- d. Has completed a night descent and display descent.
- e. Holds a current Parachuting Radio Operators Certificate of Competence.
- f. Hold a British Skydiving Canopy Handling (CH) coach qualification.



- g. Hold a current British Skydiving Declaration of Fitness to Skydive/Doctors Certificate (Form 114).
  - h. At the start of the course, the candidate must have completed 60 descents in the previous two years.
- 13.2.2. Will be required to attend a Pre-Advanced Instructor Assessment Course of up to a week in length organised by the STO or COO.
- 13.2.3. After completing the Pre-Advanced Instructor Assessment Course, the candidate will be either advised to re-apply to attend another Pre-Advanced Instructor Assessment Course after a minimum period of time, or will be recommended to attend an Advanced Instructor Examination Course for upgrading to Advanced Instructor after a period of time specified by the Instructor Examiners, but within a maximum of 18 months.
- 13.2.4. On successful completion of the Advanced Instructor Examination Course, two Instructor Examiners will sign the qualification of the candidate; he/she will then be awarded Advanced Instructor status.

*N.B.(13) The Training Syllabus for the above Advanced Instructor Course can be found on Form 151a.*

#### **14. BREACH OF OPERATIONS MANUAL**

The Chair of STC may, in consultation with the Safety & Technical Officer and/or Chief Operating Officer deal with an instructor alleged to be in breach, or suspected breach of the Operations Manual, in a number of ways:

- 14.1.** Be dealt with informally by way of a letter setting out the allegation/breach and, if appropriate, advising the instructor as to their future conduct, or
- 14.2.** The allegation/breach should be referred to STC to decide if a formal Tribunal is required, or
- 14.3.** Form a Panel of Inquiry to investigate the matter further.

*N.B.(14) Tribunal Proceedings – Rules and Procedures Form 256.*

## **SECTION 5**

### **TRAINING**

#### **1. GENERAL**

All training and instruction must take place as required in the British Skydiving Category System, the British Skydiving Accelerated Free Fall (AFF) Levels, the British Skydiving Grading System or Tandem Skydiving; and all such training and instruction shall be by suitably qualified British Skydiving instructors.

#### **2. THE BASIC TRAINING SYSTEM SYLLABUS**

- 2.1.** All training for Category System and Accelerated Free Fall skydiving must include the following:
  - 2.1.1. Orientation and Documentation.
  - 2.1.2. Familiarisation with and Fitting of Equipment.
  - 2.1.3. After Landing Procedures.
  - 2.1.4. The Stable Position.
  - 2.1.5. Aircraft Drills and Emergency Drills.
  - 2.1.6. Malfunctions and Reserve Procedures.
  - 2.1.7. Canopy Control and Flight Drills.
  - 2.1.8. Abnormal Landings.
  - 2.1.9. Landings, including practical Parachute Landing Fall (PLF) training.
  - 2.1.10. Written Examination.
- 2.2.** Nuisance Factors may not be taught or introduced to student skydivers for the first time within the Malfunctions Lesson but must be taught as part of an earlier lesson.
- 2.3.** Nuisance Factors may not be formally introduced into the main Malfunctions Lesson until Malfunctions have been fully described, and the drill to deal with those Malfunctions has been demonstrated to, and practiced by, the participating Student Skydivers.
- 2.4.** Briefing for Tandem skydiving must include the following:
  - 2.2.1. Orientation and Documentation.
  - 2.2.2. Equipment.
  - 2.2.3. The Stable Position.
  - 2.2.4. Aircraft Drills and the Exit Position.
  - 2.2.5. Landings.

### **3. REVISION TRAINING**

#### **3.1. AFF and the Category System**

- 3.1.1. Revision training must take place prior to a Student Skydiver's first descent of the day. The type of revision training will be as required by the CI and must be recorded in the Student Skydiver's Training Record Card or Logbook.
- 3.1.2. Should a gap exceeding 1 week and up to a maximum of 1-month lapse since the last recorded Revision Training Session, a practical and theoretical assessment (including exits and malfunctions) must be undertaken and if appropriate a written examination. This is to be recorded in the Student Skydiver's Training Record Card or Logbook.
- 3.1.3. Should a gap exceeding 1 month and up to a maximum of 3 months' elapse since the last recorded Revision Training Session, the basic training syllabus must be revised, including a written examination. The duration of this revision training will be as required by the CI. This is to be recorded in the Student Skydiver's Training Record Card or Logbook.
- 3.1.4. Should a gap exceeding 3 months' elapse since the last recorded Revision Training Session, the full basic training syllabus must be revised, or complete retraining may be required. This will be as required by the CI and is to be recorded in the Student Skydiver's Training Record Card or Logbook.

#### **3.2. Tandem**

- 3.2.1. Revision training must take place should a gap of 1 week or more elapse since initial training, or the last recorded revision training. The type of revision training will be as required by the CI and must be recorded.
- 3.2.2. Should there be a gap of 1 year or more since initial training, or the last recorded revision training, a full re-brief must take place.

### **4. AFF AND THE CATEGORY SYSTEM**

No more than 4 AFF or 12 Category System Student Skydivers will be trained on any one Course.

### **5. LANDINGS**

Suitable training equipment, such as ramps, platforms or 'fan' trainers are to be used on practical landing sessions.

### **6. SUSPENDED HARNESS**

All AFF and Category System Student Skydivers must perform suspended harness drills during initial training.

### **7. PROGRESSION TRAINING**

As part of any progression training, revision/instruction of emergency drills and procedures must take place.

**8. ASSISTANTS**

An assistant may be used by an instructor at the CI's discretion.

**9. RECORDS**

**9.1.** Records should be kept showing what training has been completed. The record should include details of any problem(s) encountered and the response to corrective training.

**9.2.** Entries copied into logbooks from training record cards should be countersigned by the original instructor or, the original critique card attached to the bound logbook, where practicable.

**10. TRAINING FACILITIES AND EQUIPMENT**

**10.1.** Facilities for the training of skydivers will be inspected periodically by a British Skydiving official. The British Skydiving official must be permitted access to any PTO area or relevant documentation.

**10.2.** British Skydiving makes no safety inspections of training equipment, apparatus or facilities used in conjunction with skydive training or skydiving activities.

**11. RESTRICTIONS FOLLOWING A LAY-OFF**

Where a Student or a British Skydiving 'A' Licence skydiver has had a lay-off of two months or more, approval of the CI must be obtained as to the type of descent to be made next.

**12. NON-BRITISH SKYDIVING TRAINED STUDENT SKYDIVERS**

Student skydivers trained outside the British Skydiving system may be integrated into the appropriate British Skydiving training system at the appropriate Category/Level/Grade, with CI approval.

## SECTION 6

### EQUIPMENT

#### 1. PARACHUTES - GENERAL

- 1.1. All skydivers intending to make a descent are to be equipped with a minimum of two airworthy parachutes attached to a common harness, except Student Tandem Skydivers who must be attached to a Tandem Instructor. Jumpmasters or instructors not intending to make a skydive must be equipped with a minimum of one airworthy parachute.
- 1.2. Parachutes may only be used if they are manufactured for Skydiving or Military Parachutists, by recognised parachute equipment manufacturers or riggers with the necessary qualifications.
- 1.3. Any modifications to parachute equipment must be carried out by a parachute equipment manufacturer or a rigger with the necessary qualifications. Modifications to equipment, including changes to manufacturer's specifications, used by Student Skydivers, including Tandem equipment, must be approved by the British Skydiving Riggers' Subcommittee and STC, before use.
- 1.4. Form 209 complete with relevant drawings should be submitted for modifications to equipment used by Student Skydivers.
- 1.5. Changes to manufacturer's specifications on Tandem equipment must be approved by British Skydiving (via Riggers' Subcommittee and STC).

#### 2. EQUIPMENT USED BY STUDENT SKYDIVERS

All equipment, other than main parachutes used by Student Skydivers must be acceptable to British Skydiving (via Riggers' Subcommittee and STC).

##### 2.1. AFF & Category System

- 2.1.1. Main parachutes must be ram-air type and must be large and docile in relation to the skydiver's weight and height. The main and reserve parachutes must be contained in 'piggyback' type containers.
- 2.1.2. Where static line deployment is used, the static line must be continuous from deployment bag to the point of attachment in the aircraft.
- 2.1.3. The following Wing Loading criteria should be applied to main canopies:
  - a. First Jump 'Solo' Student Skydivers - not to exceed 0.8 lbs/sq.ft.
  - b. 'Solo' Student Skydivers having completed at least one 'solo' descent - not to exceed 0.85 lbs/sq.ft.
- 2.1.4. 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.
- 2.1.5. If a Canopy's Manufacturer has published advice that a lower wing loading is used. The manufacturer's lower limit must be applied.
- 2.1.6. Equipment must be fitted with a reserve static line (RSL) and an automatic activation device (AAD), which must be switched on prior to any descent.
- 2.1.7. Category System freefall equipment must be ripcord deployed, up to at least the completion of Category 6.

- 2.1.8. Accelerated freefall equipment may be either ripcord or throwaway deployed and must be able to be activated from either side, unless the Student Skydiver is making a Level 8 or Consolidation descent.

## **2.2. Tandem**

- 2.2.1. Tandem equipment is not classified as Student Skydiver equipment. However, it is equipment used by Student Skydivers. Therefore, only Tandem equipment acceptable to British Skydiving (via Riggers' Subcommittee and STC) may be used.
- 2.2.2. Tandem equipment must be fitted with an AAD specifically designed for Tandem equipment. If the equipment is not specifically designed to accept an AAD, the initial installation must be carried out by an Advanced Rigger.
- 2.2.3. Tandem equipment (excluding the Student Harness – see 2.2.5. below) must be packed and fully inspected every 6 months (Forms 112A & 112D). Also, the Tandem equipment, excluding the reserve canopy, must be inspected every 100 descents (Forms 112B & 112C).
- 2.2.4. The 100-descent inspection must be carried out by Advanced Packer (Tandem).
- 2.2.5. The 100-descent inspection may take place between 100 and 110 descents.
- 2.2.6. The Student Tandem harness must be inspected monthly and certified as serviceable, by a Tandem Instructor or Advanced Packer (Tandem). (Form 112D).
- 2.2.7. The owner of the Tandem equipment must maintain a Log Card/record of all descents, which must be available for the 100 jump and 6 monthly inspections/repacks (Form 112B).
- 2.2.8. The owner of the Tandem equipment must maintain a log of repairs, modifications and component replacements, which must be available for the 100 jump and 6 monthly inspections/repacks (Form 112E).
- N.B(1). The 100 jump inspection requirements can be found on Form 112C.*
- N.B(2). Forms 112A, 112B, 112C, 112D & 112E must be retained with the Tandem equipment documentation.*
- 2.2.9. Skydivers who are not Tandem Instructors (TI), or TI candidates undergoing evaluation, may not jump Tandem equipment.

## **3.1. Helmets**

- 3.1.1. Student and British Skydiving 'A' Licence skydivers must wear a suitably sturdy open faced, hard protective helmet without a peak.
- 3.1.2. Tandem Students are not required to wear helmets, unless dictated by the Chief Instructor, where a 'French Type' ribbed helmet must be worn.
- 3.1.3. British Skydiving 'B' Licence holders may wear hard protective helmets acceptable to the CI/Team Leader.
- 3.1.4. British Skydiving 'C' Licence holders may wear headgear acceptable to the CI/Team Leader.

3.1.5. Helmets are to be worn throughout the entire skydive and parachute descent.

3.2. Footwear which is suitable for the planned descent.

3.3. Gloves (if worn) must allow easy operation of emergency equipment.

3.4. All British Skydiving 'A' Licence skydivers and above are required to carry a serviceable knife about their person, or on their equipment. The knife should be readily accessible.

**3.5. Wingsuits**

Any modifications or repairs to a wingsuit, which may modify, effect or change the operation of the main or reserve system, must be carried out/inspected by a suitably qualified rigger or the wingsuit manufacturer.

**4. INSTRUMENTS**

4.1. Altimeters must be worn by all Student Skydivers (other than Tandem Student Skydivers). Also, altimeters must be worn by British Skydiving Licenced skydivers carrying out planned delayed openings of 15 seconds or more.

4.2. The minimum instrument is a serviceable non-sensitive visual read out altimeter, securely mounted in a suitable position.

4.3. Instruments should be positioned so as not to interfere with the use of other parts of the equipment.

4.4. Tandem and AFF instructors must be equipped with an audible altimeter when carrying out Tandem and/or AFF instructional descents.

4.5. AFF and Category System Student Skydivers must be equipped with a radio receiver for at least the first three descents.

**5. AUTOMATIC ACTIVATION DEVICES (AADs) AND RESERVE STATIC LINES (RSLs)**

British Skydiving 'A' Licence skydivers must use equipment fitted with an RSL and operational AAD, which must be switched on prior to any descent.

*N.B.(3) Also see sub-paras 2.1.6. and 2.2.2. above and Section 13 (Displays) para 4.3*

**6. CAMERAS**

6.1. Cameras may only be used by British Skydiving 'C' Licence skydivers after inspection and approval of a CI.

6.2. Cameras must be securely fitted. Only in cases of emergency should they be jettisoned.

**7. AUXILIARY EQUIPMENT**

7.1. Equipment such as; GPS, flags, smoke brackets etc, may be actively used by British Skydiving 'C' Licence skydivers with permission of the CI/Team Leader. They must be securely fitted to the skydiver. Only in the case of emergency should they be jettisoned.

7.2. Skysurfing boards may only be used by SS1 Grade skydivers or above, or skydivers training for SS1 (see Section 2, para 6.8).

## **8. PARACHUTE PACKING**

### **8.1. Student Equipment.**

All Student main parachutes are to be packed under the supervision of a person holding a British Skydiving Packing Certificate for the parachute being packed.

### **8.2. Main Parachutes**

British Skydiving 'B' Licence skydivers and above and holders of JM1 Grade qualification are responsible for the packing of the main parachutes they are jumping.

### **8.3. Reserve Parachutes**

8.3.1. Reserve parachutes may only be inspected and packed by riggers or Advanced Packers (AP).

8.3.2. Advanced Packer ratings expire on the 31<sup>st</sup> 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.

8.3.2. Reserve Parachute Packers must keep a log of all reserves packed.

*N.B.(4) The Training Syllabus for Advanced Packer Courses can be found on Form 169.*

*N.B.(5) Requirements and Guidelines for Renewing Advanced Packer Ratings may be found on Form 302*

**8.4.** Where manufacturers' requirements conflict with those of the British Skydiving, British Skydiving requirements will apply.

**8.5.** Reserve parachutes that have been packed in a foreign country, in a manner acceptable to the skydiving organisation of that country, may be jumped at a British Skydiving PTO for up to 6 months from the date of that packing. This is provided that the skydiving organisation of that foreign country allows 6 months validity for a reserve repack; otherwise the foreign country's lesser time will apply. In the case of visiting foreign skydivers the length of time may be up to 12 months, depending on the repack cycles permitted in their country.

**8.6.** Prior to packing reserve parachutes (excluding Tandem reserve parachutes – see para 8.7. below) they must be inspected and certified as serviceable on the appropriate Record of Inspection/Inspection Check List. (Forms 112, or 113).

**8.7.** Prior to packing Tandem reserve parachutes, the Tandem system, including main parachute, reserve parachute, container, instructor harness, AAD and drogue, must be inspected and certified as serviceable on the Tandem Record of Inspection/Check List (Form 112A). This form must be retained with the Tandem system documentation.

**8.8.** Packing/record cards must also be maintained for all reserve parachutes.

**8.9.** The pull force of a reserve ripcord on piggyback equipment may be test pulled by the user after the reserve has been packed. The user should then sign the Inspection Check List to indicate that he/she has made the test pull. In all cases, the packer must test pull the reserve ripcord with a scale and sign for the recorded poundage on the Inspection Check List. The maximum acceptable pull force is 22 lbs.



#### 8.10. Repack Cycles.

Parachutes must be packed at least every 6 calendar months.

#### 8.11. Reserve Sealing Thread

Only Riggers, Advanced Packers and packers with the appropriately endorsed packing certificate may seal reserves and must use a method acceptable to British Skydiving Riggers Subcommittee. The rigger/packer should use a method of identification on their seal that is identifiable to him/her. Seal thread must be a thread manufactured to break at no more than 6lbs. The sealing of reserves is optional.

*N.B.(6) The acceptable British Skydiving reserve sealing method can be found on Form 215.*

### 9. PACKING CERTIFICATES

**Approved Packing Certificates (Main parachutes).** Holders of these certificates are certified to assemble, and pack specified parachutes and deployment devices into specific containers. These may be issued or endorsed by Parachute Riggers/Instructors (excluding CSBIs, TBIs or AFFBIs).

### 10. PACKING RECORDS

- 10.1. PTOs will maintain a record for each parachute in use as PTO equipment.
- 10.2. Student Skydivers will maintain a record for their personal parachutes.
- 10.3. Packing records will log every packing, re-packing and modification to the parachutes to which they relate.
- 10.4. Records must incorporate the date of packing and signature of the holder of a relevant packing certificate, at each of the stages of packing that requires inspection.

## SECTION 7

### PARACHUTE LANDING AREAS / DROPPING ZONES

#### 1. BASIC DEFINITIONS

##### 1.1. Parachute Landing Area (PLA)

A PLA is a suitable area where it is intended skydivers will land.

##### 1.2. Dropping Zone (DZ)

A DZ is a notified portion of airspace within which skydiving/parachute descents are made. The normal radius is 1.5 nautical miles and up to the altitude notified.

##### 1.3. PLA/DZ Indicator

This is a PLA/DZ location marker, which can be a cross, an arrow or some other suitable indicator and is normally placed in the centre of the PLA but may be offset to one side as dictated by wind direction and/or other safety considerations, providing that it is clearly visible from whatever height skydivers are dropping.

##### 1.4. Overshoot Area

This is an area largely free of Major Hazards where skydivers may land if they are unable to land on the PLA.

##### 1.5. Minor Hazard

This is any object, either natural or artificial, which should be easily avoided but which if struck by a skydiver may result in injury (i.e. hedges, fences, ditches etc.).

##### 1.6. Major Hazard

This is any obstacle, either natural or artificial, which because of its size may be difficult to avoid and which, if struck by a skydiver, may result in injury (i.e. large hangars, buildings, small wind turbines up to 15 metres to a blade tip at its highest point, woods etc.).

##### 1.7. Temporary Hazard

This is a hazard on the PLA such as an aircraft landing or taking off, other aircraft with turning propellers or rotors on the ground or moving vehicles or agricultural machinery which may cause injury if struck by a skydiver and is not a permanent fixture on the PLA.

##### 1.8. Special Hazard

This is a hazard, which could carry a special risk to skydivers and if skydivers were to come in contact with may result in serious, or fatal injury. Special Hazards include stretches of open deep water and deep rivers (see para 5- below), electricity power lines (see para 6- below), large wind turbines of a height greater than 15 metres to a blade tip at its highest point (see para 7 – below), densely built up areas, cliffs and quarries. All of them require greater attention to safety and special consideration should be given to their presence in the neighbourhood of PLAs.

## **1.9. Aerial Hazard**

This is a hazard, which could carry special risks to skydivers and other aviators. Obstacles in excess of 90 metres AGL, such as large wind turbines or radio masts, which protrude into airspace, are classified as aerial hazards. These hazards are not permitted within the PLA and if located within the DZ, restrictions would likely be placed on the skydiving operation.

## **2. APPROVAL**

All PTOs, including their PLA/DZs intended for regular skydiving use must initially be inspected by the STO, COO, or an STO/COO nominated IE. Some operations may require operational restrictions, which will require STC approval. Once British Skydiving Approval has been given, a Parachuting 'Permission' must be obtained from the Civil Aviation Authority (CAA), who will require the following before the 'Permission' is issued:

- 2.1.** The signed permission of the landowner(s), or the landowner(s) agent(s).
- 2.2.** If the proposed skydiving operation is to be based at an aerodrome, a copy of the relevant sections of the operational instructions applicable to that aerodrome (at a licensed aerodrome; the Aerodrome Manual) showing the procedures to ensure non-conflict of aircraft and skydivers in the air and on the ground, and procedures for aircraft landing, taking off, or manoeuvring within or close to the designated PLA or the DZ.
- 2.3.** A copy of the PTO's SOPs. In the case of a PTO based at an aerodrome it is essential that these instructions are compatible with the instructions mentioned in 2.2. above, and at a licensed aerodrome, these procedures and the instructions of the Aerodrome Manual and the Manual of Air Traffic Services (MATS) part 2 must be in accord.
- 2.4.** A copy of any agreements which have been made with other users of the site or in connection with the use of airspace.
  - 2.4.1.** The above 2.1.-2.4. are to be sent to the British Skydiving HQ together with completed CAA Form SRG1313, who will then forward same to the CAA.
  - 2.4.2.** Notwithstanding any review of the above items by the CAA, PTOs remain responsible for ensuring the ongoing validity of their Landowner(s) Permission, other agreements, and instructions to their operating staff, including pilots and skydivers.

## **3. PARACHUTE LANDING AREAS**

- 3.1.** PLAs to be used by all designations of skydivers should provide a large open space of reasonably level ground, which can contain a circle of 500 metres diameter free from Major Hazards, and largely free from Minor Hazards. These PLAs should be bordered on at least three sides by suitable overshoot areas.
- 3.2.** PLAs which do not comply with the above, may require restrictions on operational procedure and/or may not be suitable for all designations of skydivers. These PLAs will need the approval of the Safety and Training Committee (STC) of British Skydiving. This does not apply to display PLAs (see Section 13 - Display Skydiving).

## **4. SPLIT PARACHUTE LANDING AREA**

A split PLA is where the centre is more than 2,000 metres from the control/manifest or organisation point. In addition to normal requirements for PLAs, when Student Skydiving is taking place, split PLAs must operate under the following conditions:

**4.1.** The DZ controller must be at least a CSI with a minimum of two assistants. If more than four Student Skydivers are being dropped on any one lift, an extra assistant will be needed for each additional two Students.

**4.2.** The CI must be present whenever Student Skydivers are jumping.

## **5. OPEN WATER AND DEEP RIVERS**

Where open water and deep rivers (excluding minor rivers and small shallow ponds) exist within 1,200 metres of the centre of PLAs, all skydivers, unless otherwise agreed by STC, must be equipped with suitable flotation aids.

## **6. ELECTRICITY POWER LINES**

Routine skydiving will not take place on PLAs where power lines are within 800 metres of the centre of the PLA without prior approval of STC. Where a PLA is approved when power lines run within 800 meters of the PLA centre, restrictions may be imposed.

## **7. NATIONAL GRID AND WIND TURBINES**

**7.1.** Special hazards over 15m in height (i.e. national grid pylon supported electric power lines) are not normally acceptable within 1,200m of the PLA/DZ centre without restrictions applying to, or curtailment of the skydiving activity.

**7.2.** Wind turbines are not normally accepted within the DZ (minimum 2.4 km from the centre) without severely restricting or curtailing all skydiving activities.

## **8. AIR PHOTOGRAPHS**

All PLAs/DZs used for routine skydiving will be equipped with an aerial photograph on which Major and Special Hazards on the overshoot areas are marked.

## **9. RUNWAY AND OBSTACLE MARKING**

**9.1.** Any obstacle that, because of its height or position, could be a hazard to an aircraft landing or taking off, and which cannot be removed, should be conspicuous and marked if necessary.

**9.2.** The boundaries of unlicensed unpaved runways used for skydiving operations should always be delineated by end markers. The runway edges should be delineated by edge markers unless the runway edges are clearly distinguishable from the bordering terrain.

*N.B.(1) Guidance on markings on unpaved runways and marker dimensions is available in CAP 793 (Safe Operating Practices at Unlicensed Aerodromes), Chapter 4, paras 3.11. & 3.12.*

## SECTION 8

### SKDIVING LIMITATIONS

#### 1. GENERAL

Skydiving may only take place under the conditions laid out in the British Skydiving Operations Manual. Variations from, or amendments to the requirements of the Operations Manual must be the subject of formal application to and acceptance by the Council of British Skydiving, usually via the Safety and Training Committee (STC). Because of the need for prompt action in some circumstances the decisions of STC will be considered as having immediate approval of Council unless the Council subsequently rescinds those decisions.

*N.B.(1) Articles of Association for the British Skydiving (BPA Ltd) can be downloaded from the British Skydiving web-site: [www.britishskydiving.org](http://www.britishskydiving.org)*

*N.B.(2) Terms of Reference and Rules of Procedure for STC can be found on Form 160.*

#### 2. WIND

##### 2.1. Ground wind speed limits for Skydivers.

2.1.1.	AFF & Category System Student Skydivers	15 Knots
2.1.2.	British Skydiving 'A' Licence Skydivers and above Student Tandem Skydivers	20 Knots

##### 2.2. Suspension and Resumption of Skydiving.

Suspension of skydiving will be ordered for the designations of skydivers concerned after two gusts above the limit have taken place within five minutes. After skydiving has been suspended it will not be resumed for at least thirty minutes during which time no gusts above the limit have occurred.

##### 2.3. Wind Speed and Direction

- 2.3.1. Every PTO must use an anemometer for measuring ground wind speed.
- 2.3.2. Further information about wind speed and direction will be obtained using Wind Drift Indicators (WDIs) or meteorological forecasts.

##### 2.3.3. This information will be obtained:

- a. Before skydiving begins.
- b. Following a significant change in wind speed or direction.
- c. Following any break of more than thirty minutes caused by winds in excess of the limits laid down. (see 2.1. above).
- d. After skydivers have failed to land in the intended landing area and a faulty 'spot' or bad canopy control is not suspected.
- e. The Chief Instructor shall determine the exit point for Student Skydivers using information available, this could be wind forecasts, electronic information gained on the day or a WDI. A WDI must be thrown before the start of a skydiving display.

### 3. CLOUD AND VISIBILITY

#### 3.1. Cloud

Skydivers may not leave the aircraft if, at the point of exit, the ground between the opening point and the intended landing area is not visible.

#### 3.2. Visibility.

The minimum flight visibility must be at least 5km.

### 4. OPENING HEIGHTS

Minimum canopy opening heights for main parachutes:

4.1.	British Skydiving 'B' Licence skydivers and below	3,000ft AGL
4.2.	British Skydiving 'C' Licence skydivers and above	2,500ft AGL
4.3.	Student Tandem Skydivers	5,000ft AGL
4.4.	British Skydiving 'C' Licence holders, on displays	1,500ft AGL

### 5. MAXIMUM ALTITUDE

#### 5.1. Skydivers

5.1.1. Normal skydiving will not take place above Flight Level (FL) 120.

5.1.2. Skydiving will only take place between Flight Level 120 and 150 without oxygen, provided that:

- a. Skydivers are not above FL100 for more than 30minutes before leaving the aircraft.
- b. Skydivers are not above FL120 for more than 6 minutes before leaving the aircraft.
- c. The aircraft commander monitors these flight levels and time limits.
- d. If the flight level or time limits are exceeded, the drop will be aborted, and all skydivers will land with the aircraft.

#### 5.2. Pilots

See Section 9 (FLYING), para 5.6. (Flight Crew Oxygen Requirements).

5.3. Members who wish to skydive above FL150 (with oxygen) will need STC and CAA approval and must submit their plans and details of their equipment in advance (via a CI).

### 6. CUTAWAYS

6.1. British Skydiving 'A' Licence skydivers and above may perform cutaways (at a PTO PLA/DZ) with a cutaway 'rig' designed for the purpose, provided they have CI permission and have been thoroughly drilled in the cutaway procedures.

6.2. Display cutaways will only be performed by British Skydiving 'C' Licence holders when a cutaway 'rig' designed for the purpose is being used.

## **7. NUMBER OF SKYDIVERS PER PASS**

No more than 2 Category System Students Skydivers will be dispatched per pass.

## **8. WATER JUMPS**

Water jumps that are not classified as display jumps may only take place under the following conditions:

- 8.1.** With an Advanced Instructor in overall charge of the jump and who must be present, either as DZ Controller or Jump Master.
- 8.2.** By at least 'B' Licenced skydivers, who have completed a minimum of 10 jumps in the 3 months prior to the jump.
- 8.3.** Skydivers must be equipped with suitable buoyancy aids and must have been briefed on their use.
- 8.4.** The landing area must be a large open body of water of at least 500 metres diameter and must comply with the requirements in Section 7 (PLAs/DZs), paras 3.1. and 3.2.
- 8.5.** The Jump Master must be at least an instructor or a current display team qualified jump master.
- 8.6.** A Wind Drift Indicator (WDI) must be thrown prior to the jump.
- 8.7.** Where there is a minimum of one power boat to each skydiver in the air.
- 8.8.** Even though the water jump is not classified as a display jump, British Skydiving and AR must still be notified using Form 185 at least 28 days in advance.
- 8.9.** Permission of the PLA controlling authority must be obtained in writing and the local police must be informed.

## **9. NIGHT JUMPS**

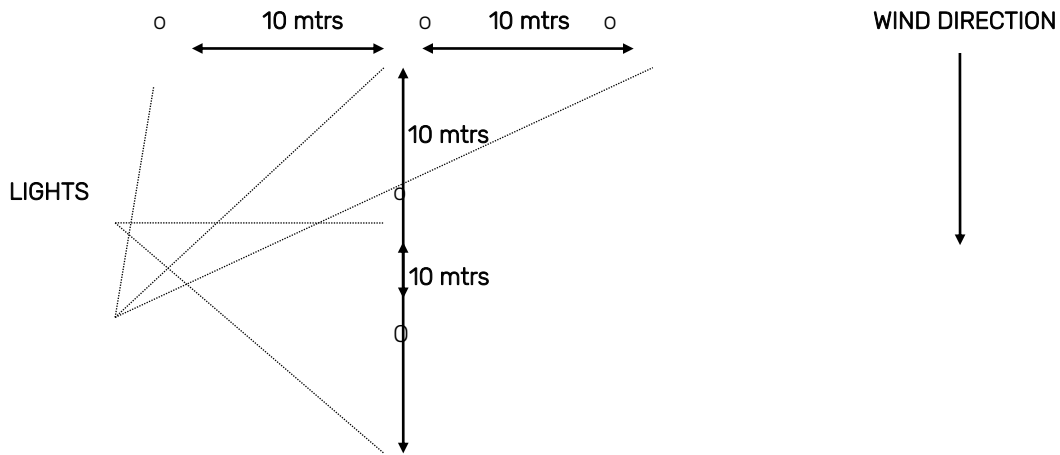
- 9.1.** British Skydiving 'B' Licence is the minimum qualification to participate in a night descent. (Also see Section 13 - Display Skydiving, para 3.2.5).
- 9.2.** DZ Control must be organised by an Advanced Instructor, who must be present during the entire programme.
- 9.3.** All skydivers are to be briefed on the position of all obstructions adjacent to the PLA.
- 9.4.** The PLA/DZ is to be marked in a standardised manner (see Fig 1 below).
- 9.5.** Any obstructions within the PLA are to be lit.
- 9.6.** The PLA should be indicated to the skydivers by the Jumpmaster from the air prior to exit.
- 9.7.** Torches should be available for use inside the aircraft.
- 9.8.** All skydivers must have at least one light.
- 9.9.** The pilot is to be in communication with local Air Traffic Control (ATC).
- 9.10.** Local Police are to be informed of proposed night descents.
- 9.11.** Notification of night skydiving is to be made in writing at least five working days in advance to Airspace Regulation (AR) (see 9.12. below) and copied to British Skydiving giving the following information:

- 9.11.1 Name, address and telephone number of PTO/display team.
- 9.11.2 Name of CI/Team Leader.
- 9.11.3 Date and time of proposed night skydiving.
- 9.11.4 Name of PLA/DZ together with its 6 figure grid reference using Ordnance Survey 1:50,000 series.
- 9.11.5 Proposed maximum dropping height.

9.12. Airspace Regulation (AR)  
Directorate of Airspace Policy

Contact Details:  
Email: [arops@caa.co.uk](mailto:arops@caa.co.uk)  
Tel: 01293 983 880

FIG 1 Standardised Marking of PLAs/DZs for Night Descents





## SECTION 9

### FLYING

#### 1. PILOTS

##### 1.1. Pilot Qualifications.

A pilot shall not act as pilot in command of an aircraft for a flight during which skydivers are to be dropped unless he/she meets the following minimum requirements:

- 1.1.1. **Licence.** He/she holds a valid pilot's licence for the type or class of aircraft to be flown, including any differences training appropriate to the type (*\*N.B.1, below*) and any ratings necessary for the type of flight to be undertaken, i.e. IR, Night, IMC; RT licence. The minimum standard of acceptable licence is a UK or EU PPL or equivalent third country licence used in an approved manner for skydiving operations.
- 1.1.2. **Experience.** He/she has at least 100 hours as Pilot in Command (PIC) of aeroplanes if aeroplanes are to be flown by the applicant, or 100 hours as PIC of helicopters if helicopters are to be flown, (except in the case of British Skydiving 'C' Licence skydivers where the requirement is 75 hours PIC in each case). In addition, he/she must have at least 5 hours on type (*\*N.B.1, below*).
- 1.1.3. In the course of training any hours flown as P1 under supervision of a Chief Pilot (CP) or Pilot Examiner (see 1.1.5. (a) below) may be counted towards the five hours on type (*\*N.B.1, below*).
- 1.1.4. **Training.**
  - a. Has flown at least four lifts (accompanied and supervised by a British Skydiving Pilot Examiner (PE) or Chief Pilot (CP) as PIC (under supervision) on the type (*\*N.B.1, below*) of aircraft to be used. The lifts are to be live drops of one or more Licenced Skydivers under the supervision of at least a Category System Instructor or Team Leader.
  - b. CPs must hold a British Skydiving Pilot Authorisation on the type (*\*N.B.1, below*) of aircraft being used.
  - c. In the case of service pilots or commercial pilots (operating under the terms of an AOC) flying in the course of their service duty or commercial duty, the training requirement of 'a' above may be supplanted by the training requirements specified in their military role training or by the training requirements specified in the AOC.
  - d. He/she has received at least one hour of ground instruction on skydiving dropping techniques, standard procedures and emergency procedures given by at least a British Skydiving Advanced Instructor or British Skydiving Pilot Examiner and has studied the British Skydiving Pilot's Manual and relevant sections of the British Skydiving Operations Manual.
  - e. In the case of service pilots or commercial pilots (operating under the terms of an AOC) flying in the course of their service duty or commercial duty, this briefing may be given by a British Skydiving CSI or Team Leader.

1.1.5. **Tests.**

- a. Has flown a flight test conducted by a British Skydiving Pilot Examiner as PIC on the type (*\*N.B.1, below*) of aircraft to be used. The test will be conducted according to the Flight Test Proforma (Form 108C) and will be a live drop of one or more Licenced Skydivers under the supervision of at least a Category System Instructor or Team Leader.

or

In the case of aircraft whose seating capacity or configuration only permits the use of one pilot's seat for skydiving to be safely conducted, have flown at least three flights with a British Skydiving Pilot Examiner and performed at least two lifts involving a live drop with a Category System Instructor or Team Leader and under the ground supervision of a British Skydiving Pilot Examiner.

- b. Have successfully completed a written examination (Form108D) administered by a CP or Pilot Examiner.
- c. The recommendation of a Chief Instructor and a British Skydiving Pilot Examiner (to be signed on a British Skydiving Pilot Application Form).

*N.B.(1) \* Type in 1.1.1, 1.1.2, 1.1.3. & 1.1.5(a) above, means a type where a type rating is appropriate, or else a type within a class.*

*N.B.(2) The five hours on type and two lifts requirement at 1.1.2. and 1.1.5 (above) apply only to the initial application. Subsequent types are applied for on Form 108F.*

1.1.6. **Documentation.** Having satisfied all the above requirements, Forms 108A (Initial Application), 108C (Flight Test Proforma), and 108D (Written Examination) are to be completed and sent with the appropriate fee to the British Skydiving HQ who will then issue an Authorised Pilot Certificate. This certificate will be valid for a maximum of 1 year and will be renewable on the 31<sup>st</sup> March each year. (British Skydiving Authorised Pilot Renewal Form 108G).

1.1.7. **Proficiency checks.** All Pilots must complete a proficiency check at least every twelve months. This must be conducted by a CP or PE and signed off on Form 108E. This form is to be retained in a Pilot's personal file, which is to be kept and maintained by the CP.

1.1.8. A British Skydiving Authorised Pilot may conduct proficiency checks on CPs and Pilot Examiners.

1.1.9. **Recency.**

- a. A pilot shall not act as PIC of an aircraft carrying passengers, including skydivers, unless within the preceding 90 days he/she has made three take offs and three landings as the sole manipulator of the controls in an aircraft of the same type or class.
- b. A pilot who has not flown skydivers for a period exceeding six months must undergo a proficiency check.

- 1.1.10. **Renewal.** In order to renew a Pilot Authorisation the applicant must have had a proficiency check (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 Skydiving dropping techniques, emergency procedures and relevant British Skydiving Operations Manual requirements. If a renewal is not effected within two years of expiry, then a pilot must fulfil all the initial requirements.
- 1.1.11. Paragraphs 1.1.5 - 1.1.10 above, do not apply to service pilots, or commercial pilots (operating under the terms of an AOC) who in the course of their service duty or commercial duty fly parachuting lifts. Those pilots will be deemed as British Skydiving Authorised Pilots for the duration of the flight provided the skydivers on board are British Skydiving members.
- 1.1.12. **Additional Types.** British Skydiving Authorised Pilots may add additional types of aircraft to their British Skydiving Pilot Authorisation. This will require conformity with the licence requirements at 1.1.1. (above) and completion of a Proficiency Check (on the type of aircraft applied for) with a Pilot Examiner. Upon satisfactory completion of a proficiency check Form 108F must be signed and returned to the British Skydiving HQ who will then issue an additional authorisation.

## 1.2. Balloon Pilots.

A balloon pilot shall not act as PIC of a Balloon for a flight during which skydivers are to be dropped unless he/she meets the following minimum requirements:

- 1.2.1. **Licence.** He/she holds a valid Pilot's Licence for the balloon to be flown on the intended flight.
- 1.2.2. **Experience.** He/she has at least 60 hours PIC of Balloons.
- 1.2.3. **Training.** He/she has received ground instruction on skydiving dropping techniques and procedures given by at least a Category System Instructor or Team Leader who has made a minimum of one skydive from a balloon or by a Balloon Pilot who has already dropped two or more skydivers. This must include the procedures to be followed in the event of emergencies. He/she must also have read the British Skydiving guidelines for skydiving from Hot Air Balloons (Form 109B).
- 1.2.4. **Recency.** For any skydiving dropping flight, logbook evidence is required of flight within the 90 days preceding the date of the intended flight, as PIC of the Class of balloon to be used. For the privileges of a professional licence to be exercised on a skydiver dropping flight, a Certificate of Test is also required – valid for 13 months.
- 1.2.5. **Documentation.** Having satisfied 1.2.1 - 1.2.4 above, Form 109A is to be completed and sent to the British Skydiving HQ who will then issue an Authorisation to Drop Skydives Certificate. This certificate will be valid for a maximum of one year and will be renewable on the 31<sup>st</sup> March each year (Form 109A).
- 1.2.6. **Renewal.** The renewal procedure is the same as the initial application and is made on the same form. (Form 109A).
- 1.2.7. The minimum qualification for a skydiver to jump from a balloon is British Skydiving 'B' Licence.

### 1.3. Chief Pilot (CP).

- 1.3.1 CIs will appoint a Chief Pilot who will be responsible to him/her for the PTO's flying operations. The name of the CP should be notified to British Skydiving in writing at least seven days in advance of the appointment (Form 108H – British Skydiving Chief Pilot Application).
- 1.3.2 To become a British Skydiving Chief Pilot (CP) the applicant must meet the following minimum requirements:
  - a. Be a current British Skydiving Authorised Pilot.
  - b. Have a recommendation of a CI and a Pilot Examiner (Form 108H).
  - c. Have been a British Skydiving Authorised Pilot for at least 1 year.
  - d. Have a minimum of 100 hours' skydiver flying.
  - e. Have successfully completed CP written examination, administered by the STO or COO.

*N.B.(3) Suggested guidelines for the responsibilities of a CP can be found on Form 236.*

### 1.4. Pilot Examiner (PE).

To become a British Skydiving Pilot Examiner the applicant must meet the following minimum requirements:

- 1.4.1. Be a current British Skydiving Authorised Pilot.
- 1.4.2. Have the recommendation of a CI and a Pilot Examiner.
- 1.4.3. Have been a British Skydiving Authorised Pilot for at least 1 year.
- 1.4.4. Have 500 hours' skydiver flying, or, 250 hours' skydiver flying and a CSI rating.
- 1.4.5. Have an IR or IMC rating.
- 1.4.6. Have successfully completed the Pilot Examiner written examination, administered by the STO or COO.
- 1.4.7. **Documents.** Having satisfied 1.4.1. -1.4.6. above, Form 108J is to be completed and sent to the British Skydiving HQ who will then issue the applicant with a British Skydiving Pilot Examiner Certificate. This certificate will be valid for up to 12 months and will be renewable at the same time as the Pilot Authorisation to Drop Skydivers is renewed.

*N.B.(4) British Skydiving Pilot's Manuals are obtainable from the British Skydiving HQ.*

## 2. AIRCRAFT

### 2.1. Weight

- 2.1.1. Other than in accordance with the additional requirements listed in 3.2. below, the Maximum Total Weight Authorised (MTWA) of aircraft used for skydiver dropping shall not exceed 5,700 kg.

- 2.1.2. Aircraft with MTWA in excess of 5,700 kg may be used subject to the following conditions:
- a. The aircraft is flown only by pilots holding valid professional pilots' licences, which include a valid Type Rating for that aircraft.
  - b. The aircraft is operated for skydiving from a Licensed or Government Aerodrome or an EASA certificated aerodrome.

### **3. AIRCRAFT CLEARANCE AND DOCUMENTATION**

An aircraft shall not be used for the purpose of dropping persons unless the Certificate of Airworthiness issued or rendered valid in respect of the aircraft under the law of the country in which the aircraft is registered includes an express provision that it may be used for that purpose and the aircraft is operated in accordance with a written Permission granted by the CAA.

#### **3.1. British and EU Registered Aircraft**

Aircraft must have a valid Certificate of Airworthiness (C of A) in the category appropriate to the type of operation and must be appropriately approved for the purpose of skydiver dropping. Any aircraft modifications required for skydiver dropping, for example the installation of skydiver restraints (if necessary) or static line modifications, must be appropriately approved. Any structural or performance limitations applicable to skydiving operations must be stated in the aircraft Flight Manual or in an approved supplement, which must be included in the Flight Manual for that particular aircraft. The aircraft must be operated in accordance with the aircraft Flight Manual and applicable Flight Manual Supplements.

#### **3.2 Foreign Registered Aircraft**

An operating permit must be obtained from the CAA before a foreign registered aircraft (other than an EU registered aircraft) is used for any aerial work. The aircraft must have a valid C of A from the country of registration in the category appropriate to the type of operation and must be operated in accordance with the aircraft Flight Manual with respect to flight with the door removed or for skydiving operations.

Application for use of foreign registered aircraft should be made to:

Operations & Authorisations  
Civil Aviation Authority  
Aviation House  
Gatwick Airport South  
RH6 0YR

#### **3.3. Pilots qualifications to fly foreign registered aircraft**

- 3.3.1. Pilots wishing to fly foreign registered aircraft in the skydiver-dropping role must comply with current EASA FCL requirements and should have had some form of formally certified training carried out, either in the country of registration or in the UK, by a type rating examiner or equivalent, which culminates in a type rating, or similar qualification, which applies specifically to the type of aircraft being flown. Evidence of this training must be contained in the pilot's folder at any PTO where he or she acts as pilot in command of a skydiver-dropping aircraft. British Skydiving will be the final arbiters of the suitability of the qualification.

- 3.3.2. The pilot of a foreign registered aircraft who is not qualified and experienced in skydiver dropping will, in addition, be required to complete the training programme outlined in 1.1.3. (above) and the tests outlined in 1.1.4 (above).
- 3.3.3. The pilot of a foreign registered aircraft who is qualified and experienced in skydiver dropping in the country of registration will, in addition, have to complete a test in accordance with 1.1.4 above.
- 3.3.4. Where the requirements of a state of registration differ or are in conflict with the regulatory requirements of British Skydiving the more stringent shall apply.

### **3.4. Documents**

The following aircraft documents must be available to the pilot and Chief Instructor/Team Leader before a flight for the purpose of skydiver dropping is made:

- 3.4.1. The approved flight manual/owner's manual/pilot's operating handbook and MELs as applicable to the aircraft.
- 3.4.2. The Certificate of Airworthiness.
- 3.4.3. A Weight and Centre of Gravity schedule.
- 3.4.4. Documents recording the maintenance and serviceability of the aircraft (see 5.1.-5.3. below).
- 3.4.5. The British Skydiving Operations Manual, and any local SOPs.
- 3.4.6. Any Permissions issued by the CAA relevant to the intended flight.
- 3.4.7. Pilots must also comply with the documentary requirements of NCO, GEN,135 or SPO, GEN,140 as appropriate.

## **4. AIRCRAFT MAINTENANCE**

Aircraft owned or operated by British Skydiving PTOs or Display Teams in the skydiving role will be maintained in accordance with the current requirements of EASA or the state of registration. Where there is any regulatory conflict over such requirements then the more stringent will apply.

## **5. FLYING OPERATIONS.**

### **5.1 Authorisation of Flights.**

All flights made for the purpose of skydiver dropping are to be authorised in writing. A list of those entitled to authorise flights for this purpose is to be maintained by the CI/ Team Leader. A person thus entitled must be satisfied before authorising such flights that:

- 5.1.1. The aircraft to be used has a valid Certificate of Maintenance Review or Certificate of Release to Service, or there is evidence in the aircraft logbook or Technical Log that the requirements of the maintenance schedule have been met and are current.
- 5.1.2. That all task specialists concerned with, or taking part in any flight, have been briefed in accordance with all applicable requirements of the British Skydiving Operations Manual and the EASA Air Operations Regulations and that the pilot is assured that such requirements have been met.

5.1.3. The pilot of the aircraft is appropriately qualified for the intended flight.

## 5.2. Pilot's Fuel Log/Flight Log

- 5.2.1. The pilot must have available to him/her in the aircraft, a record of fuel and oil uplifts made, and the quantity of fuel on board prior to each flight or series of flights, to enable remaining endurance and fuel reserves to be readily calculated.
- 5.2.2. The following pre and post flight details for each flight must be recorded. All records must be preserved for at least 2 years from the date of the last entry, or longer if required by the ANO. The record must include at least:
- a. **Pre-Flight.** The date, the aircraft registration, the destination or dropping zone, quantity of fuel on board, and signature or initials of the pilot in command certifying that he/she has accepted the conditions under which the flight shall be made.
  - b. **Post-Flight.** Take off and landing times of each flight, the number of landings and the signature or initials of the pilot in command certifying the serviceability of the aircraft.

## 5.3. Aircraft Limitations.

Weight and balance limitations are to be observed throughout all phases of flight. Pilots are required to advise CIs/Team Leaders of any performance or structural limitations of the aircraft they are commanding, that may affect safety during flight and in particular during exit. CI/Team Leaders must ensure that skydivers are aware of such limitations.

## 5.4. Flight Crew Oxygen Requirements

- 5.4.1. Supplemental oxygen must be used by the pilot-in-command whenever the cabin altitude exceeds FL 100 for a period of 30 minutes and whenever the cabin altitude exceeds FL 130.
- 5.4.2. Oxygen requirements for skydivers are detailed in Section 8 (Skydiving Limitations), Paras 5.1 – 5.3.

## 5.5. Carriage of Task Specialists

Aircraft engaged in skydiving operations under part SPO may only carry task specialists who will be acting in one of the following categories:

- 5.5.1. Skydivers who are equipped for and intend to make a skydiving descent from the aircraft.
- 5.5.2. Suitably qualified persons who are engaged in training or checking pilots or task specialists.
- 5.5.3. Persons (such as television camerapersons) who are carried as task specialists designated in the PTOs operations manual.

## 5.6 Carriage of Passengers

- 5.6.1. No passengers shall be carried on a flight conducted for the purpose of skydiving except skydivers who are equipped for and intending to make a descent by parachute during the flight or task specialists.

5.6.2. Task specialists can only be carried for a specific task connected with the skydiving operation and the task specialist duties must be defined within the organisation's SOPs.

**5.7. Pilot Fatigue.**

A pilot who is engaged in skydiving operations should not fly more than four hours without a thirty-minute break away from the aircraft and should not fly more than eight hours in any one day. Air Operators Certificate (AOC) holders should continue to apply the flight duty and rest period limitations associated with their AOC operation. In addition, the flight time limitations prescribed in the ANO are applicable - 100 hours in any 28-day period and 900 hours in any one year.

**5.8. Aeronautical Information.**

Up to date aeronautical information relevant to the intended flight or flights is published in the UK AIP, (Air Pilot), NOTAMs and AICs. These documents must be accessible to the pilot either as hard copy or online.

**5.9. Air Traffic Control Clearance.**

Where it is intended to make flights for the purpose of dropping skydivers in notified areas of controlled airspace, the notification procedures published in the UK AIP for 'Non-Standard Flights' must be complied with. For skydiving operations in aerodrome traffic zones, the prior permission of the person having management of the aerodrome or of the appropriate ATC unit must be obtained.

**5.10. Transponder**

In the United Kingdom, unless a discrete code has already been assigned by ATSU controlling or advising the flight, pilots of transponder equipped aircraft should squawk 0033 with Mode C throughout the flight.

**5.11. ATSU Notification**

All operators are required to notify the start and finish of skydiving operations to appropriate Air Traffic Service Units (ATSUs) as listed in the UK AIP (Air Pilot) ENR section 5.5. Attention is drawn to the need to notify Area Control Centres (ACCs) outside the operating hours of some ATSUs. Operators are required to ensure that their SOPs specify the person responsible within their organisation for ensuring that this notification procedure is followed. It is recommended that all operators should maintain a record of the times when the drop zone has been notified as active or inactive.

*N.B.(5) The record of times may be kept on Form 193, which also gives detailed information on the notification procedure.*

**5.12. Crash Rescue Procedures and Equipment.**

5.12.1. CIs are to specify crash rescue procedures appropriate to their operation. A notice should be displayed at the DZ control position (and/or other suitable location), giving instructions for summoning the local Police, Fire, Ambulance (and Coastguard, if applicable) services in the event of emergencies.

5.12.2. Firefighting, release and rescue equipment should be available whilst skydiving is taking place, to a scale appropriate to the aircraft types to be used and not less than the following:



A vehicle carrying;

- a. A foam extinguisher of appropriate size.
- b. One axe.
- c. One bolt cropper-61cm.
- d. One crowbar-1m
- e. One fire resistant blanket.
- f. Two pairs of fire-resistant gloves.
- g. One medical first aid pack.
- h. Two blankets.

5.12.3. Holding of the above equipment at a forward site at which a Display Team may enplane is not mandatory. It should nevertheless be provided at such sites whenever it is practicable to do so.

*N.B.(6) For aircraft operations at a location other than a licensed or Government aerodrome further guidance is to be found in CAA CAP 793 "Safety Operating Practices at Unlicensed Aerodromes".*

### **5.13. Flying Accidents.**

Any flying accidents or incidents which have, or could have, caused substantial damage to an aircraft, or fatal/serious injury to any person while upon, or by direct contact with, an aircraft during any stage of flight must be reported by the quickest available means to the British Skydiving and:

Air Accident Investigation Branch  
Department for Transport  
Berkshire Copse Road  
Aldershot, Hampshire. GU11 2HH  
Tel..01252 512299 (24 Hours)

*N.B.(7) Attention is also drawn to EU regulation No 376/2014 and its associated guidance material regarding occurrence reporting.*

## SECTION 10

### SAFETY

#### 1. SAFETY IN THE AIRCRAFT

- 1.1. No person will approach a moving aircraft.
- 1.2. Skydivers will not approach an aircraft from forward of the wings.
- 1.3. The JM is responsible to the pilot for the control of the skydivers in the aircraft. The pilot is in overall command.
- 1.4. All skydivers must have been briefed as to the emergency crash procedures and brace positions relevant to their seating or kneeling positions in the aircraft.

*N.B.(1) Aircraft Crash Landing Procedures can be found on Form 261.*

- 1.5. The JM is responsible for the orderly enplanement of his/her lift and for supervision and instruction as necessary in the aircraft and it is his/her responsibility to ensure that all embarked skydivers have been instructed in the correct method of exit from the type of aircraft concerned, so as to ensure adequate separation between themselves and the aircraft structure.
- 1.6. All skydivers must fit helmets before take-off, except in the case of skydivers jumping with camera helmets, who may fit their helmets at the most suitable time prior to jumping. (Helmets not fitted for take off should be securely located in the aircraft).
- 1.7. Movement inside the aircraft should be kept to a minimum and consideration should be given to the protection of handles, pads etc.
- 1.8. All skydivers landing with the aircraft wearing AADs must have them deactivated where practicable.
- 1.9. Where skydivers' restraints are fitted, they are to be used during take off and landing.
- 1.10. All Student Tandem Skydivers, or skydivers acting as Student Tandem Skydivers are to be attached to the Tandem Instructor before take-off and must remain attached, except in the event of an aircraft emergency landing, where Tandem Instructors may have to separate from their Students inside the 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.
- 1.12. No skydivers will exit the aircraft until there has been a clear indication from the pilot, either visually or audibly, that the aircraft is in the correct configuration for exit. This indication may be in the form of lights, sound or pre-arranged hand signals.

#### 2. STATIC LINE OPERATION

- 2.1. PTOs may only use Static Line deployment systems acceptable to the British Skydiving (via Riggers' Subcommittee and STC).
- 2.2. Static Line 'strong points' must be of an approved type and must either conform to the British Skydiving Minor Modifications (where applicable) or be CAA approved.

- 2.3. It is the JM's responsibility to ensure that the static line is controlled correctly. Static lines are to be hooked up prior to take off and must not be unhooked until the last static line skydiver has exited.
- 2.4. If, after dispatching static line skydivers, the instructor does not intend to land with the aircraft, all static lines and bags will be unhooked and stowed away securely. In the case of aircraft with high strong points where provision is made for stowing static lines and bags, unhooking may not be necessary.
- 2.5. When dispatching, the static line and bags must be the correct length for the aircraft in use, the aircraft must be at the correct speed for dropping and there must be no short lining of static lines.

### **3. EMERGENCY PROCEDURES - AIRCRAFT**

- 3.1. In the case of an emergency the JM should follow instructions from the pilot where practicable.
- 3.2. Where an emergency occurs at low altitude skydivers may be required to remain on board.
- 3.3. If a parachute container opens inside an aircraft, the skydiver should be moved as far away from the door as is practicable and must land with the aircraft.
- 3.4. The pilot's attention should always be drawn to any emergency situation.
- 3.5. A suitable knife must be located inside the aircraft as part of aircraft equipment in case of a hang-up or other emergency. Jumpmasters, instructors and pilots must be aware of its location and the procedures to be taken in the event of a hang-up.

### **4. SAFETY IN FREEFALL**

- 4.1. When control in freefall is lost by a skydiver who is unable to regain it, he/she should operate his/her parachute immediately.
- 4.2. In freefall the responsibility for avoiding collision rests with the higher skydiver.
- 4.3. All B Licence skydivers and below must separate when jumping with others in freefall by a minimum altitude of 4,000ft AGL. All C Licence skydivers and above must separate when jumping with others in freefall by a minimum altitude of 3,500ft AGL, to ensure adequate separation before deploying their parachutes.
- 4.4. All freefall skydivers should signal their intentions before operating their main parachutes.
- 4.5. FS will only take place with Student Tandem Skydivers by British Skydiving 'C' Licence skydivers and above and with the permission of the Tandem Instructor and CI.
- 4.6. Tandem Instructors should conduct a systems check after the drogue is deployed; check drogue is inflated, then check handles.

### **5. SAFETY DURING SKYDIVING DESCENTS**

- 5.1. After operating the main parachute, all skydivers will check that their canopy has developed normally. If it has not, emergency procedures may need to be taken.
- 5.2. Throughout the descent skydivers should be aware of other skydivers and, if necessary, take avoiding action.
- 5.3. Under canopy the responsibility for avoiding collision rests with the higher skydiver.

- 5.4. Student Skydivers should land into wind.
- 5.5. Student Tandem Skydivers or skydivers acting as Student Tandem Skydivers are not permitted to take part in activities or disciplines prohibited to other Student Skydivers, other than F.S, which may take place with CI approval.

## 6. INCIDENTS

- 6.1. Records are to be kept of all incidents, including malfunctions, deployment problems and injuries. Reports are also to be sent to British Skydiving HQ (see Section 12, Documentation).
- 6.2. **Investigation of Incidents**
  - 6.2.1. **Fatal Accidents.** The procedures for fatal accidents are covered on Form 146.
  - 6.2.2. **Other Incidents.** Including injuries will be investigated under PTO arrangements unless special factors make a British Skydiving investigation desirable.

## 7. DISCIPLINE

- 7.1. A CI may suspend any skydiver from his/her PTO for any breach of the British Skydiving Operations Manual, or for any safety reasons.
- 7.2. If a skydiver is permanently grounded from a PTO. The skydiver's logbook/card and British Skydiving membership certificate should be endorsed, in red. The British Skydiving HQ should also be informed in order that CIs at other PTOs may be informed.
- 7.3. A CI who has reason for recommending the temporary or permanent suspension of any skydiver from **all** skydiving should state the case in writing to the Chair of the STC, who may instigate a Panel of Inquiry to investigate.
- 7.4. The Safety & Technical Officer (STO) or Chief Operating Officer (COO) may suspend any member from skydiving, or the rating/authorisation/qualification of a member, for a suspected breach of the British Skydiving Operations Manual, or for any safety reason until the next STC Meeting. A Panel of inquiry may be formed to investigate further.
- 7.5. The STC may suspend any member from skydiving, or the rating, authorisation or qualification of a member, for a suspected breach of the British Skydiving Operations Manual or for any safety reason, until the outcome of a report by a Panel of Inquiry.
- 7.6. A Panel of Inquiry will conduct its investigation to decide whether disciplinary action should be brought against the suspended skydiver, or the suspension should continue, and make recommendations accordingly. The skydiver will have the right to appeal under the terms of the British Skydiving Consolidated Disciplinary and Grievance Procedures.

*N.B.(2) The Consolidated Disciplinary and Grievance procedure **can be found on Form 256.***

### 7.6. Low Openings.

All instructors are authorised to ground any skydiver who has made a low opening without good reason, pending further investigation.

- 7.7. All instructors are expected to intervene whenever they observe a breach of the British Skydiving Operations Manual and/or local SOPs, or an unsafe practice and bring it to the notice of the CI.

## SECTION 11

### MEDICAL

#### 1. MEDICAL REQUIREMENTS TO SKYDIVE

- 1.1. All skydivers must be in possession of a completed Self-Declaration of Fitness to Skydive or Doctor's Medical Certificate appropriate to the type of activity. (see 1.1.1 – 1.1.8. below).
- 1.1.1. **Form 115A. Student Tandem Skydiver Medical Information and Declaration** is valid only for Student Tandem skydivers.
- 1.1.2. **Form 115B. Student Tandem Skydiver Request for Medical Advice** is for Student Tandem Skydiver who are unable to meet the requirements of Form 115A above. Validity as for Form 115A.
- 1.1.3. **Form 115C. Solo Student Skydiver Self-Declaration of Fitness to Skydive** is for Student Solo Skydivers making any Category System (static line and free fall), Accelerated Free Fall or AFF consolidation jumps. The duly completed form is also valid both for *any* Student jumps and for later Licenced skydiving during the period of validity of the form.
- 1.1.4. **Form 115D. Solo Student Skydiver Request for Medical Advice** is for Student Solo Skydivers who may be unable to meet the requirements of Form 115C above. Validity as for Form 115C.
- 1.1.5. **Form 115E. Licensed Skydiver Self-Declaration of Fitness to Skydive** is valid for skydives made by licenced skydivers. It is not valid for Tandem instructing or for Student skydives.
- 1.1.6. **Form 115F. Licensed Skydiver Request for Medical Advice** is for Licenced Skydivers who may be unable to meet the requirements of Form 115E above. Validity as for Form 115E.
- 1.1.7. **Form 116. Tandem Skydiving Instructor Medical Certificate/Doctor's Certificate** is for Tandem Instructors.
- 1.1.8. **Form 116A. Solo Skydiving Instructor Medical Certificate/Doctor's Certificate** is for all instructors, excluding Tandem Basic Instructors/Tandem Instructors and Ground Instructors.
- 1.1.9. Electronic Fitness to Skydive Forms issued by British Skydiving Affiliated PTOs are acceptable for ab-initio Student Skydivers provided they contain at least the same medical information as the appropriate British Skydiving Form.
- 1.2. In the case of persons under 18 years of age the signature of the witness of the Declaration of Fitness to Skydive/Medical Certificate must be that of the Parent/Guardian.
- 1.3. In the case of all Skydiving Instructors, the appropriate Doctor's Certificate must be completed.
- 1.4 **Validity**

All Declaration of Fitness to Skydive/Doctor's Certificates are only valid providing all the requirements as listed on the forms are met.

## 2. GENERAL

- 2.1. No person under the age of 16 years, or aged 55 years or over, will normally be permitted to carry out Student Solo skydiver training. Exceptions to the higher age limit may be permitted if the person has previous recorded solo experience on ram-air parachutes. Higher age limits for Student Tandem Skydivers may be acceptable (see Forms 115A – Student Tandem Skydiver Medical Information and Declaration, and Form 115B – Student Tandem Skydiver Request for Medical Advice).
- 2.2. No skydiver will take any form of alcoholic drink before he/she has completed skydiving for the day. Persons deemed to be under the influence of alcoholic drink will not be permitted to skydive.
- 2.3. Skydivers who do not feel fit in all respects, including a head cold, must not skydive until fully recovered.
- 2.4. **Illegal Drugs/Substances**
- Possession or use of illegal drugs/substances by a British Skydiving member at a PTO or within a dropping zone will automatically lead to the withdrawal of his/her British Skydiving membership and all that entails.
- 2.5. **Foreign Skydivers**
- A skydiver from a foreign country may skydive at a British Skydiving PTO if he/she fulfils the medical requirements of that skydiver's own country.

## *SECTION 12*

### DOCUMENTATION

#### 1. PERSONAL DOCUMENTS

- 1.1 All skydivers, riggers, packers, judges and DZ controllers must be current members of the British Skydiving.
- 1.2 All skydivers must have either a Declaration of Fitness to Skydive/Doctor's Certificate or appropriate Medical Certificate (see Section 11 - Medical).
- 1.3 **Parental Consent**
- All British Skydiving members aged 16 or 17 must obtain the written consent of their parent/ guardian before being permitted to commence skydiver training and to make skydives. This must be by the parent/guardian signing a British Skydiving Form of Agreement and a British Skydiving Declaration of Fitness to Skydive/Doctor's Certificate. Their PTO should normally hold these forms.
- 1.4 All British Skydiving members are required to sign a Form of Agreement.
- 1.5 **Skydivers' Log.**
- All skydivers must keep a personal log recording details of all of their skydiving descents.
- 1.6 **Parachute Records.**
- 1.6.1 All skydivers must keep a record for each of their personal parachutes.
- 1.6.2 In the case of all personal reserve and Tandem main parachutes the log will record every packing, repair and modification to the parachute to which they relate.
- 1.6.3 In the case of British Skydiving 'A' Licence skydivers and above, their skydiving log is adequate as a packing record for the main parachute.
- 1.7 **British Skydiving Skydivers Licence**
- Issued by the British Skydiving detailing the qualifications of a skydiver (see Section 2, Para 2).
- 1.8 **FAI Sporting Licence.**
- Issued by the British Skydiving on behalf of the Royal Aero-Club of the U.K.
- 1.9 **Parachute Packing Certificates.**
- Issued by British Skydiving HQ, the application having been countersigned by a British Skydiving instructor or rigger who has tested the applicant in the required packing procedure.
- 1.10 **Ratings, Qualifications, Certificates of Competence**
- British Skydiving ratings, qualifications and Certificate of Competence will only be awarded or issued to Full British Skydiving members and will only be valid whilst that membership is current.

- 1.11. CIs are responsible for ensuring that the personal documents of all Student Skydivers under their supervision are valid and up to date and that suitable documents are issued to all first jump 'solo' Student Skydivers following completion of their initial training course.
- 1.12. British Skydiving 'A' Licence skydivers and above are responsible for maintaining their personal documents and ensuring that they are valid and up to date.

## 2. PARACHUTE TRAINING ORGANISATION (PTO) RECORDS

PTO records must be maintained in accordance with this Operations Manual.

## 3. REPORTS

The following reports will be made by all PTOs:

### 3.1. Annual Skydiving Returns

- 3.1.1. This will show the number of skydives made within the PTO's DZ(s), excluding display descents.
- 3.1.2. It will also summarise injuries sustained by skydivers within the PTO's DZ(s). These will be categorised as follows:
  - a. **Fatal**
  - b. **Serious** - (Detained in hospital for 2 weeks or more).
  - c. **Medium** - (Admitted to hospital or rendered unfit for skydiving for at least three weeks or more).
  - d. **Slight** - (Unfit for skydiving for any period less than three weeks)
- 3.1.3. The Annual Return will also summarise parachute malfunctions and give other statistical information as requested by British Skydiving.
- 3.1.4. It is recommended that Form 150 is used for the Annual Return and is submitted as soon as possible after the 31<sup>st</sup> December each year.

### 3.2. Other British Skydiving Reports.

British Skydiving requires Reports in the following cases:

- 3.2.1. **Injury Reports** (Form 117). Any injury to any British Skydiving member requiring professional medical treatment whilst taking part in any skydiving activities, including training.
- 3.2.2. **Incident/Malfunction/Deployment Problem Report** (Form 118). Any malfunction or deployment problem, any incident involving British Skydiving members taking part in skydiving activities, or any incident involving an aircraft flight for the purpose of skydiver dropping.
- 3.2.3. **Tandem Incident/Malfunction/Deployment Problem Report** (Form 118A). Any malfunction or deployment problem, any incident involving British Skydiving members taking part in Tandem skydiving activities.
- 3.2.4. **Third Party Claim** (Form 119). Any incident involving injury to a third party or damage to property.
- 3.2.5. Reports should be sent to British Skydiving HQ on the appropriate form as soon as possible after the incident, injury or malfunction has taken place.



## **SECTION 13**

### **DISPLAY SKYDIVING**

#### **1. TEAM LEADER**

All display teams must have a Team Leader, who must fulfil the requirements of a Team Member (see para 3 below), plus the following:

##### **1.1. Additional Requirements**

- 1.1.1. A minimum of 300 descents.
- 1.1.2. A minimum of 30 display descents.
- 1.1.3. Has passed a written examination, administered by the STO or COO on display procedures and flying operations.
- 1.1.4. A written recommendation of a CI or an Advanced Instructor who is a current display team leader is required before taking the written examination.

**1.2.** The Team Leader is responsible for the skydiving and flying operations carried out by that Display Team.

**1.3.** It is the Team Leader's responsibility to make available to every team member, the British Skydiving Operations Manual and other information as may be necessary to enable them to perform their duties. Team Leaders must also ensure that amendments to the British Skydiving Operations Manual are incorporated.

**1.4.** British Skydiving and CAA are to be notified in writing not less than seven days in advance of any intended change of the team leader.

**1.5.** The Team Leader may delegate various responsibilities to qualified subordinates. This may be by the subordinate signing a form to accept responsibility for a specific area/duty. The Team Leader is to ensure that any person accepting responsibility is aware of what that responsibility entails.

#### **2. TEAM REGISTRATION**

**2.1.** Display teams are to register annually with British Skydiving (from 1<sup>st</sup> April), using Form 120. The team will then receive a Certificate of Registration.

**2.2.** Display Teams must also complete CAA form SRG1313 applying for a CAA Permission. This completed form must be sent to the British Skydiving HQ, who will then forward same to the CAA.

#### **3. TEAM MEMBERS**

##### **3.1. Jumpmaster (JM)**

- 3.1.1. British Skydiving 'C' Licence holder, with a minimum of 300 descents.
- 3.1.2. A minimum of 20 display descents.
- 3.1.3. Must be nominated and fully briefed on his/her responsibilities as a JM by the team leader.
- 3.1.4. Must satisfy the team leader of his/her capability to carry out his/her responsibilities, (a logbook endorsement will suffice).

### **3.2. British Skydiving 'C' Licence Holders**

- 3.2.1. Must have carried out a minimum of 5 consecutive, pre-declared, simulated, display landings, landing within 5 metres of the centre of the target. These must be carried out annually, prior to any display descents being carried out for the calendar year and these must be recorded in the skydiver's log and signed by a British Skydiving team leader or British Skydiving CI.
- 3.2.2. May give displays using PLAs of not less than 5,000 square metres, of which the minimum width must be 50 metres. The PLA must be free from Major Hazards and not more than 10% of the area may be taken up with Minor Hazards. In all such cases adequate overshoot areas must exist on all sides.
- 3.2.3. Skydivers should not intentionally land closer than 15 metres to the edge of the arena.
- 3.2.4. The minimum Opening Height for British Skydiving 'C' Licence skydivers on a display is 1,500 ft AGL.
- 3.2.5. Skydivers holding British Skydiving 'C' Licence may make night displays provided they have at least 500 descents. (Also see Section 8, para 9).

### **3.3. British Skydiving 'B' Licence Holders**

- 3.3.1. Must have a minimum of 100 descents. Must have carried out a minimum of 5 consecutive, pre-declared, simulated, display landings, landing within 10 metres of the centre of the target. These must be carried out annually, prior to any display descents being carried out for the calendar year and these must be recorded in the skydiver's log and signed by a British Skydiving team leader or British Skydiving CI.
- 3.3.2. May give displays using PLAs of not less than 20,000 square metres, of which the minimum width must be 100 metres. The PLA must be free from Major Hazards and not more than 5% of the area may be taken up with Minor Hazards. In all such cases adequate overshoot areas must exist on at least 3 sides.
- 3.3.3. Skydivers should not intentionally land closer than 30 metres to the edge of the arena.
- 3.3.4. Must have their CI's written approval, (logbook endorsement will suffice).

### **3.4. Dropping Zone Controller**

- 3.4.1. The DZ Controller on a display must be a responsible British Skydiving member, who holds, or has held a British Skydiving 'B' Licence and has been fully briefed on his/her duties and responsibilities by the Team Leader.
- 3.4.2. The DZ Controller must have at least the following on a display:
  - a. Ground to air signals.
  - b. A method of measuring wind speed and direction.
  - c. Access to first aid equipment and emergency services.
  - d. A written 'Incident Procedure'. The Team Leader must have briefed the DZ Controller on that procedure.

#### **4. EQUIPMENT**

- 4.1.** Skydivers must be fully familiar with the equipment they intend using on a display.
- 4.2.** Skydivers taking part in displays must be equipped with ram-air reserves.
- 4.3.** Skydivers taking part in displays must use equipment fitted with an operational AAD, which must be switched on prior to jumping.
- 4.4.** The above sub-para (4.3 above) does not apply to skydivers taking part in water displays.
- 4.5.** Ancillary equipment such as cameras, flags, smokes etc should not be carried by jumpers for at least their first 5 display descents.

#### **5. CANOPY FORMATION (CF)**

Canopy Formation may only be carried out on displays by British Skydiving 'C' Licence skydivers of proven CF ability (CF2) and they must be cleared to do so by the Team Leader, (a logbook endorsement will suffice).

#### **6. CANOPY PILOTING (CP)**

High performance swoop landings may only be carried out on displays by British Skydiving 'C' Licence skydivers of proven CP ability (CP1) and they must be cleared to do so by the Team Leader, (a logbook endorsement will suffice). Conditions and landing area size must be taken into account before permission is given.

#### **7. CURRENCY**

- 7.1.** Team Leaders are responsible for ensuring the currency of all team members, prior to any display.
- 7.2.** All display skydivers must have completed a minimum of 100 descents in the 2 years prior to the display being carried out, of which 20 must have been within the 3 months prior to the display and of which 5 of the 20 must have been on the same type and size of canopy which is to be used on the display.
- 7.3.** The 5 descents on the same type and size of canopy requirement (7.2 above) do not apply to water displays.

#### **8. PREPARATION PROCEDURE**

- 8.1.** Display PLAs must be visited and reconnoitred by an experienced team member before a display is due to be given. Existing and anticipated hazards must be plotted.
- 8.2.** Written permission of the Landowner(s), or landowner(s) agent(s) must be obtained.
- 8.3.** Liaise with local Police and inform of time and location of display.
- 8.4.** Complete Form 185 and send it to British Skydiving HQ ([info@britishskydiving.org](mailto:info@britishskydiving.org)) and CAA ([arops@caa.co.uk](mailto:arops@caa.co.uk)).
- 8.5.** Use the Airspace User Portal (<https://aup.nats.aero/>) to notify NATS of display details

- 8.6.** Where the skydiving display is taking place on the same day and the same location as an ANO Article 86 Flying Display, the Flying Display Director (FDD) must be contacted before the event to obtain the FDD's permission and co-ordinate the activity. The FDD has the ultimate responsibility for the safe operation during the effective times of a Flying Display and can delegate the supervision, planning, organisation, and subsequent running of a skydiving drop to the skydiving team leader.

## **9. REPORTS**

### **9.1. Annual Returns**

All display teams are required to submit Annual Returns to the British Skydiving HQ, as soon as possible after the 31<sup>st</sup> December each year, giving the following information:

- 9.1.1. Dates and locations of each display, for the calendar year.
- 9.1.2. Number of skydivers on each display.

### **9.2. Incident Reports**

British Skydiving also requires reports of any display that has not gone according to plan. These reports must be submitted giving all relevant details (Forms 117-119, where applicable) as soon as possible after the incident has taken place.

## **SECTION 14**

### **RIGGING**

#### **1. GENERAL**

##### **1.1. Repair and Manufacture.**

The repair and manufacture of all skydiving equipment may only be carried out by the following:

- 1.1.1. British Skydiving Rigger Examiners (RE)s, Advanced Riggers (ARs) and Parachute Riggers (PRs), or Basic Riggers (BRs) under training (who must have all work inspected by their supervising rigger).
- 1.1.2. Recognised parachute equipment manufacturers.

##### **1.2. Assembly.**

The assembly of parachuting equipment may only be carried out by the following:

- 1.2.1. Those listed in para 1.1.1. and 1.1.2. above.
- 1.2.2. Advanced Parachute Packers.
- 1.2.3. Holders of the appropriate packing certificate(s).

#### **2. BASIC RIGGER (BR)**

##### **2.1. The qualifications required for Basic Rigger training are as follows:**

- 2.1.1. Must be a full British Skydiving Member.
- 2.1.2. Must hold an Advanced Packer (S) qualification.
- 2.1.3. Have a written recommendation from the Supervising Rigger, who must be at least a PR who has held their rating for at least two years and has known the candidate for a minimum of six months.

##### **2.2. To become a Basic Rigger the candidate must fulfil the requirements of the Basic Rigger Course Syllabus (Form 199). There are two methods of pursuing this course of training, as listed in the course syllabus.**

##### **2.3. BRs may carry out all the requirements of the Parachute Rigger Course Syllabus prior to attending a Parachute Rigger Course, under the direct supervision of a PR.**

##### **2.4. The work limitations, record keeping, and currency requirements of the Basic Rigger rating are detailed in the Basic Rigger Course Syllabus.**

#### **3. PARACHUTE RIGGER (PR)**

##### **3.1. The requirements to attend the Parachute Rigger course are as follows:**

- 3.1.1. Must be a full British Skydiving member

- 3.1.2. Must be a Basic Rigger
  - 3.1.3. Must have a British Skydiving Advanced Packing Certificate Grade (S)
  - 3.1.4. Must hold a British Skydiving Approved Packing Certificate that includes a Tandem system (i.e. a Tandem main packing certificate)
  - 3.1.5. Provide a written recommendation to attend the course from the supervising rigger
  - 3.1.6. Provide a log of rigging work carried out since the BR course, signed appropriately by the supervising riggers.
- 3.2. To become a Parachute Rigger (PR) the candidate must first have successfully completed Basic Rigger training (either method). The candidate must then attend a Parachute Rigger Course as per the Parachute Rigger Course Syllabus (Form 200).
- 3.3. The work limitations, record keeping, and currency requirements of the Parachute Rigger rating are detailed in the Parachute Rigger Course Syllabus.

#### **4. ADVANCED RIGGER (AR)**

- 4.1. The requirements to attend an Advanced Rigger Course are as follows:
- 4.1.1. Must be a full British Skydiving member
  - 4.1.2. Must have been a Parachute Rigger for at least 2 years
  - 4.1.3. Must have British Skydiving Advanced Packing Certificate Grades S and T
  - 4.1.4. Provide a written recommendation to attend the course from an Advanced Rigger who has known the candidate for at least 6 months
  - 4.1.6. Log of rigging work carried out in the preceding 12 months
- 4.2. The candidate will attend an Advanced Rigger Course as per the Advanced Rigger Course Syllabus (Form 201).
- 4.3. PRs may carry out all the requirements of the Advanced Rigger Course Syllabus prior to attending an Advanced Rigger Course, under the direct supervision of an AR.
- 4.4. The work limitations, record keeping, and currency requirements of the Advanced Rigger rating are detailed in the Advanced Rigger Course Syllabus.

#### **5. RIGGER EXAMINER (RE)**

- 5.1. The requirements to attend a Rigger Examiner Course are as follows:
- 5.1.1. Must be a full British Skydiving member
  - 5.1.2. Must have been an Advanced Rigger for at least 2 years
  - 5.1.3. Must have attended a "Methods of Instruction" lecture on a British Skydiving Instructors' Course or can demonstrate good instructional experience and background

5.1.4. Provide a written recommendation to attend the upgrade to Examiner from a Rigger Examiner who has known the candidate for at least 6 months

5.1.5. Provide a log of the rigging work carried out in the preceding 12 months

5.2. The candidate will attend the 3 phases of the Rigger Examiner Course as per the Rigger Examiner Course Syllabus (Form 202).

5.3. The work limitations, record keeping, and currency requirements of the Rigger Examiner rating are detailed in the Rigger Examiner Course Syllabus.

## 6. EVALUATION/EXAMINATION APPEALS

Any candidate who fails an evaluation or examination for any rigger or RE qualification may appeal against such a decision. In the first instance, such appeal must be made to the STC, via the Riggers' Subcommittee. STC's subsequent ruling will be referred to Council for ratification and a further appeal may be made to Council at that time.

## 7. RESPONSIBILITY

Rigger Examiners must be fully aware of their responsibilities towards every British Skydiving member and to the candidate he/she may be assessing, and to the consequences which may flow from an accident due to faulty rigging. If there is any reasonable doubt in the mind of a RE that a candidate, he/she is assessing is too inexperienced, is temperamentally unsound or is in any other way unsuitable then the RE must not sign the rating.

## 8. RIGGER RATING RENEWALS

Rigger ratings expire on the 31<sup>st</sup> March each year but may be renewed up to six months after that date. To renew a rigger's rating the rigger must satisfy an Advanced Rigger, or a Rigger Examiner in the case of a RE rating renewal, that he/she is current in all aspects of rigging relevant to their status.

8.1. Once a rigger rating has expired the rigger may not exercise the privileges of that rating until the rating is renewed.

8.2. Advanced Riggers or Rigger Examiners may not endorse their own rating renewal applications.

## 9. BREACH OF OPERATIONS MANUAL

The Chairperson of the Riggers' Sub-committee may, in consultation with the Safety & Technical Officer and/or Chief Operating Officer deal with a rigger/packer alleged to be in breach, or suspected breach of the Operations Manual, in a number of ways:

9.1. Be dealt with informally by way of a letter setting out the allegation/breach and, if appropriate, advising the rigger/packer as to their future conduct, or

9.2. The allegation/breach should be referred to the Riggers' Subcommittee, or STC to decide if a formal Tribunal is required, or

9.3. Form a Panel of Inquiry to investigate the matter further.

*N.B.(1) Tribunal Proceedings – Rules and Procedures can be found on Form 256.*