

**BRITISH PARACHUTE ASSOCIATION**  
**RIGGERS COMMITTEE MEETING**  
**BPA OFFICES, 5 WHARF WAY, GLEN PARVA, LEICESTER**  
**THURSDAY 10<sup>TH</sup> APRIL 2003**

**Present:** Paul Applegate - Chairman  
John Curtis  
Pete Sizer  
Pat Walters  
Bernadette Whitaker  
Nick Johnston

**Apologies:** Andrew Hilton, Bill Sharp, Rick Boardman, Kim Newton.

**In Attendance:** Tony Butler - Technical Officer  
John Hitchen - NCSO  
Trudy Kemp - Assistant to NCSO/TO

**Observers:** Andy Pollitt, Phil Cavanagh, Mike Rust.

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**ITEM**

1. **MINUTES AND MATTERS ARISING FROM THE RIGGERS MEETING OF THE 30<sup>TH</sup> JANUARY 2003**

**Page 1, Item 2 – Minutes and Matters Arising from the Riggers Meeting of the 10<sup>th</sup> October 2002 (Manufacturers Safety Notices/Information Bulletins).** Pete Sizer presented the risers that had completely disintegrated. During examination of the risers, it could not be established who had manufactured them, as there was no manufacturers mark. The Committee had never seen risers disintegrated in this manner, and although they discussed several theories, it remained a mystery as to how this had occurred.

**Page 2, Item 2 – Minutes and Matters Arising – Vortex/Paragear Housings.** In a letter from Rick Boardman that was circulated to those present, he had stated that it was his belief that Chute Shop will replace deficient cutaway housings if you send them the serial number of relevant rigs. Rick had stated that he had obtained the information from DZ Sports.

**Page 5, Item 5 – Fax from Allan Hewitt (iii) - BPA Rigging Manual Update.** John Curtis made reference to the suggestion by Allan Hewitt of the BPA having a full time rigger on staff. John stated that he still believed that the Association should be looking into this suggestion as he believed it to be advantageous to the Association to have someone ‘in house’ to deal with everyday rigging issues as well as dealing with projects that arise from the Riggers Committee.

The Committee noted John’s comments and although they did not believe that this was a full time position, the Association would have to find someone suitably qualified to take on such a job. They would also need to consider where the funding would come from to finance the position.

**Page 5, Item 5 – Fax from Allan Hewitt (v) – Allan’s Rigging Loft.** It was noted that there was a change of wording to the second sentence of third paragraph of this item, which should read....”There was also concern expressed by those present with regard to rigging and packing courses being run outside of the UK. It was felt by those present that these Courses were unlikely to be approved if they are outside of the UK or not on sovereign territory”.

**Page 6, Item 6 – Riggers Working Group – Item 4 –Rating Renewals.** This item was on the

main agenda.

John Curtis advised the Committee that he had noted several instances where he believed that riggers and packers may have been signed up for their annual ratings renewal without them first being checked out to ensure their currency by the person endorsing their ratings.

Pat Walters gave the meeting details of the various methods that he uses to ensure a packer or rigger is current before he will endorse their rating renewals.

The Committee noted John's concerns, but it was an area that the Committee could not 'police' and they believed it was down to the integrity of the person signing the ratings.

**Page 7, Item 7 – Rigging For Instructors Manual.** This item was on the main agenda.

**Page 7, Item 8 – Riggers Training Manual.** This item was on the main agenda.

**Page 7, Item 9 – Packing and Rigging Course Syllabuses.** This item was on the main agenda.

**Page 9, Item 10 – One Year Re-Pack Cycle for Square Reserves.** The Chairman advised the Committee that various correspondence had been received on this item and stated that the consensus of opinion was that the rules concerning the re-pack cycle remain as they are. It was felt by those present that until a firm proposal was put forward for the Committee to consider there was no further action they could take.

**Page 10, Item 11 – Bill Sharp's Project.** This was a main agenda item.

There being no further matters arising, it was proposed by Pete Sizer and seconded by Bernadette Whitaker that with the above stated amendments, the Minutes of the Riggers Committee meeting of the 30<sup>th</sup> January 2003.

**Carried Unanimously**

2. **MINUTES AND MATTERS ARISING FROM THE STC MEETING OF THE 30<sup>TH</sup> JANUARY 2003**

There were no matters arising.

3. **SECTION 14 (OPERATIONS MANUAL) AMENDMENT & AMENDED RIGGING FORMS**

The proposed various Rigging Forms (Forms; 111, 138, 169, 175, 197, 198, 199, 200, 201, 202 & 208) had been circulated with the Riggers' Committee agenda, together with a proposed revised Section 14 (Riggers) from the BPA Operations Manual.

The Committee was informed that a letter had been received from Rob Noble-Nesbitt with regard to Form 111 – Approved Packing Certificate. He believed that Item 1 of the Approved Packing Certificate should be deleted from the form altogether, as an approved packer could be a relatively inexperienced parachutist and a such, should not be responsible for the entire assembly of a parachute system. He believed that such a task should be left to riggers or experienced instructors who have the depth of knowledge to carry out the job safely.

Generally the Committee felt that "stripping down to component parts" with modern equipment did not mean taking lines off connector links etc, but disconnecting the main from the harness and disconnecting buckles etc.

Following some discussion on this matter, it was proposed by Pat Walters and seconded by Pete Sizer that the wording of number 1) on the first page of Form 111 be changed to read:

‘1) Reassemble a parachute assembly, having been stripped down to component parts’.

**Carried Unanimously**

It was proposed by John Curtis and seconded by Pete Sizer that all of the above amended forms, with above change to Form 111 and the revised Section 14 of the Operations Manual be accepted.

**Carried Unanimously**

**4. RIGGING TECHNICAL OPERATIONS MANUAL**

A draft copy of the Rigging Technical Operations Manual produced by Andrew Hilton had been circulated with the agenda.

The Committee were satisfied with the format of the document and expressed its thanks to Andrew for the work he had completed to date.

**5. RIGGERS TRAINING MANUAL**

A draft copy of the Riggers Training Manual produced by Pete Sizer as a resource for training Basic Riggers had been circulated with the agenda.

Following some discussion, it was proposed by Pete Sizer and seconded by John Curtis that the Riggers Training Manual be accepted.

**Carried Unanimously**

The Committee expressed its thanks to Pete Sizer for the work he had put in to producing the Manual, a copy of which would be available from the BPA Office.

**6. RIGGING FOR INSTRUCTORS MANUAL**

A draft copy of the Rigging for Instructors Manual produced by Pete Sizer and Andrew Hilton had been circulated with the agenda. The aim of the Manual is to replace the rigging manual in the BPA Instructors Manual.

Pete Sizer advised those present that they still had to produce a number of drawings to be included in the Manual and it is hoped that a final draft will be available shortly.

The Committee expressed its thanks to Pete Sizer and Andrew Hilton for the work they had completed to date.

**7. UPGRADING OF RESERVE PACKING CERTIFICATES**

At the previous meeting, Pat Walters had asked the Committee if there was any way of getting reserve packers working under the “grantfather” rules into the current system. The Committee had felt that if Pat could come up with a solution to this problem then they would consider it.

A paper from Pat Walters had been circulated with the Minutes for consideration by the Committee. A letter had also been received from Rick Boardman, which included his comments on this item. This was also circulated to those present.

Pat had identified a problem that if a reserve packer working under the ‘old’ rules carries out a reserve re-pack and signs a Record of Inspection for that kit and if that kit goes to another Centre, there is nothing on the RoI to say that that person is qualified or not. Pat felt that we needed some

form of recognition to enable CCIs/DZ owners to identify a reserve packer and that we could perhaps consider issuing them with a number.

It was felt by those present that even if we issued reserve packers with a number, it still did not entirely solve the problem because we would still be unable to know what they were entitled to pack a particular canopy into a specific container. The committee considered that this problem had stemmed because of riggers allowing those people working under the 'grantfather' rules to have their packing certificates signed up for new equipment and unless this rule was rescinded we will still not solve the problem.

It was felt by those present that if we did not permit reserve packers to add new equipment to their packing certificates, then it was felt that this problem would gradually disappear. The Technical Officer stated that he thought the Committee should perhaps consider setting a date when reserve packers could no longer add to their packing certificates as this may solve the problem.

A suggestion was also discussed with regard to reserve packers having a photocopy of packing certificate attached the Record of Inspection as further evidence that the equipment has been packed by a suitably qualified person. However, it was pointed out that they would still be able to add equipment to their packing certificates.

Following further discussion on this matter, the Committee felt that someone needed to make a proper proposal that could go out with agenda based on the discussions and ideas put forward that evening.

Pete Sizer agreed to draft a proposal for the next meeting based on comments made by Committee that evening.

## **8. UPDATING OF 'OLD' RIGGERS COMMITTEE MINUTES**

Bill Sharp's paperwork concerning the updating of 'old' Riggers Committee Minutes had been circulated with the Agenda. A letter from Rick Boardman on this matter had been tabled to those present giving his comments on Bill's paper. The Committee discussed each of Bill's points in turn and the following proposals were made.

### **1. CHEST STRAP SECURITY**

#### **Proposal**

Any chest strap made of Type-7 or Type-8 webbing must continue to have a turn over on the loose end, so as to stop the chest strap accidentally coming open.

Any Type-17 webbing 1" chest strap that does not have a **turn over or a stop end**, should be secured in a manner recommended by the manufacturer.

Following further discussion by those present, it was proposed by Pete Sizer and seconded by Bernadette Whitaker that the above proposal be accepted.

**Carried Unanimously**

### **2. NECESSITY TO HAVE AIRTEC QUALIFICATION TO PACK RESERVES?**

**Proposal**

That Section 6 (Equipment), Paragraph 8.3.2 concerning Cypres requirements to teach Advanced Packing Courses, be deleted in its entirety from the Operations Manual:

It was proposed by John Curtis and seconded by Pete Sizer that the above proposal be accepted.

**Carried Unanimously**

**3. CYPRES SERVICING REQUIREMENTS:**

**a. CYPRES battery change requirements**

**Proposal**

Cypres batteries must be changed as per the manufacturers' recommendations.

The above generated a lengthy discussion, after which, it was proposed by Bernadette Whitaker and seconded by Pete Sizer that the above proposal be accepted.

**Carried Unanimously**

**b. CYPRES unit life and servicing requirements**

**Proposal**

Cypres units must be serviced as per the manufacturers' recommendations and may not be used after the manufactures' expiry date.

It was proposed by Pete Sizer and seconded by Bernadette Whitaker that the above proposal be accepted.

**Carried Unanimously**

**c. Record of Inspection (RoI)**

The Technical Officer advised the meeting that he had written a proposal concerning the Record of Inspection as detailed below that he asked the Committee to consider.

**Proposal**

'Records of Inspection are valid for up to six months from the date of inspection/packing. Equipment may only be opened/closed during that period (e.g. for Cypres battery replacement) by the original inspector/packer for the RoI to remain valid'.

Following some discussion on this matter, it was proposed by Pete Sizer and seconded by Pat Walters that the above proposal be accepted.

**Carried Unanimously**

**4. GENERAL POINTS**

**a. Soft Links**

**Proposal**

That soft connector links are banned on reserves, except for PD's SR1 soft links, which are only to be used on reserves as recommended by PD.

It was proposed by Pete Sizer and seconded by Bernadette Whitaker that the above proposal be accepted.

**Carried Unanimously**

**b. Safety Notices**

**Proposal**

That the following statements made in the minutes of the Riggers' Committee Meeting of the 5<sup>th</sup> May 1994 be revoked:

“some old Safety Notices may be out of date”

“that there are probably a lot of old SN & SI sheets that may not be relevant”.

It was proposed by Pete Sizer and seconded by Pat Walters that the above proposal be accepted.

**Carried Unanimously**

**c. Closing Loops**

**Proposal**

A Cypres type loop may be used on reserve containers in place of gutted 550lb Type 2A line or equivalent.

It was proposed by Nick Johnston and seconded by John Curtis that the above proposal be accepted.

**Carried Unanimously**

**d. Reserve Lifting**

Following some discussion on this matter, it was felt by those present that this was a subject that needs to be debated at a future meeting.

**e. Riggers Meetings**

**Proposal**

Only minor items may be included as A.O.B., none of which effect any previously made rulings etc, or nothing which requires any Rigger not present at the meeting, to have or want to have, any input into. Unless the subject is an absolute emergency, it should not be dealt with until the next meeting, as all Riggers are entitled to see what will be discussed at the meeting. *(Informal questions may be asked and informal answers given. However the informal answer by itself does not give any formal authority to carry out the original request. This would probably require an Agenda item at the next meeting.*

The dates that future Agenda items should be in at the BPA Office by should be included at the end of the meeting minutes.

It was proposed by John Curtis and seconded by Pete Sizer that the above proposal be accepted.

**Carried Unanimously**

The above would be added to the Riggers Committee Terms of Reference.

**f. Examiner Currency**

**Proposal**

Rigger Examiners (RE) examine on at least one Rigging Course every two year to retain their RE ratings.

It was proposed by Pete Sizer and seconded by John Curtis that the above proposal be accepted.

**Carried Unanimously**

**g. Rigger Currency**

**Proposal**

When renewing rigger ratings, riggers may be asked for their Record of Work Book and Reserve Repack log.

It was proposed by Pete Sizer and seconded by Bernadette Whitaker that the above proposal be accepted.

**Carried Unanimously**

**5. SMALL POINTS**

**a. Rigging Courses**

**Proposal**

- i. The first point of contact with those wishing to attend a Rigging Course should be the BPA office (Trudy), but those wishing to attend must register with the Examiner running the Course.
- ii. The Riggers' Sub-Committee reserves the right to recommend disciplinary action to STC & Council as it deems appropriate, including the use of fines and costs.
- iii. Non-refundable deposits may be required to attend Rigging/Packing Courses.
- iv. Reminder, that candidates attending Rigging Courses must have a BPA Advanced Packer qualification for both round and square parachutes.

It was proposed by Nick Johnston and seconded by Bernadette Whitaker that the above proposal be accepted.

**Carried Unanimously**

**b. Paperwork**

**Proposal**

Trainee Advanced Packers may complete and sign Records of Inspection (RoI) and/or reserve

packing cards, provided the qualified supervising person countersigns the RoI and/or reserve packing card, thereby accepting full responsibility for the inspection and/or repack.

It was proposed by Nick Johnston and seconded by Pete Sizer that the above proposal be accepted.

**Carried Unanimously**

**c. Rubber Bands**

**Proposal**

The Riggers' Committee believes that the doubling of rubber bands is bad practice and that the correct size rubber band should be used.

It was proposed by Pete Sizer and seconded by Bernadette Whitaker that the above proposal be accepted.

**Carried Unanimously**

The Committee expressed its thanks to Bill Sharp for the work done on the above items.

**9. ADVANCED PACKERS COURSE REPORTS**

- i) An Advanced Packers Course Report had been received from Pete Sizer, which had been circulated with the agenda. There had been two candidates on the Course who were both advised to return at a later date to attend the final examination stage of the Course.
- ii) An Advanced Packers Examination Course Report had been received by Pete Sizer, which had been circulated with the agenda. Paul Stockwell had successfully completed the Course and had been awarded Advanced Packer (Grade S) status.
- iii) An Advanced Packers Examination Course Report had been received by John Curtis, which had been circulated with the agenda. Noel Purcell had successfully completed the Course and had been awarded Advanced Packer (Grade S) status.
- iv) An Advanced Packers Examination Course Report had been received by Dave Chapman, which had been circulated with the agenda. This Course had been run by Gary Lawry under Dave's supervision. Greg Henry had successfully completed the Course and had been awarded Advanced Packer (Grade S) status.

**10. BPA SAFETY NOTICE INDEX**

As the BPA Safety Notice Index had not been updated for a number of years, Pete Sizer had produced an update of the Index as detailed below. The Committee expressed their thanks to Pete.

**SAFETY FILE INDEX**

- 41. Fliteline Systems / Trident Index
- 42. Icarus Canopies Index
- 1. BPA SAFETY NOTICE INDEX
- 72. Parachutes de France Atom Millenium Grounding. (SN 1/00). 19.04.00
- 2. BPA SAFETY INFORMATION BULLETINS INDEX

- 88. Tandem Main Canopies. (SI 1/00). 11.2.00
  - 89. FXC Calibration. (SI 1/01). 7.2.01
  - 90. Reserve Connector Links. (SI 1/03). 4.2.03
6. RIGGING INNOVATIONS INDEX
- 19. Main Risers S/B 1538
7. PRECISION AERODYNAMICS
- 2. Super Raven Dash-M line attachment S/B 1221
8. PARACHUTES DE FRANCE S.A.
- 32. Atom Millenium grounding SN 1/00.
  - 33. Atom Millenium flap modification T/B 29.3.00
  - 34. Tandem Drogue release routing T/B 18.5.01
  - 35. Tandem Safety Bulletin 28.5.01
  - 36. Ninja grounding SB 12.7.01
  - 37. BT80 Slider Stops TC 20.1.03
11. THOMAS SPORTS EQUIPMENT
- 28. Student Zerox / Vector Flat SN 1/99
  - 29. Student Zerox flap modification 15.4.99
  - 30. Pilot Chutes – Grommets 3.02
12. RELATIVE WORKSHOP INDEX
- 48. Amp Fittings – cutaway housings SB 10.9.98
  - 49. Student Vector / Zerox flaps SN 1/99
  - 50. Student Vector flap modification 23.2.99
  - 51. Closing loop retainer SB 2.3.00 (later withdrawn)
14. S.S.E. INCORPORATED
- 8. Wrist mount faults S/B Aug 98
18. JUMP SHACK INDEX
- 22. Racer Freebags S/B 10.1.01
  - 23. Faulty Ripcord pins S/B 26.7.01
  - 24. Brass Grommets / Rubber reaction 30.7.01
  - 25. Tandem Drogue release 5/8/01
21. FXC CORPORATION INDEX
- 10. FXC calibration SI 1/01
24. SUNPATH PRODUCTS INDEX
- 6. Main closing loop retainer S/B 5/00
38. AIRTEC INDEX
- 7. Cypres 8 year maintenance 2/99
41. FLITELINE SYSTEMS / TRIDENT
- 1. Reflex main riser cover SB 1003
  - 2. Reflex Grommets SB 1004 16.1.01
  - 3. Reflex Grommets SB 1005 7.2.01

42. ICARUS CANOPIES INDEX

1. Crossfire line trim adjustment SB 20010914  
SB 20011025

It was noted that updated BPA Safety Notice Indexes are now available from the BPA Office.

**12. BPA SAFETY NOTICES/INFORMATION BULLETINS**

There had been no BPA Safety Notices/Information Bulletins issued since the last meeting.

**13. MANUFACTURERS' SAFETY NOTICES/INFORMATION BULLETINS**

There had been no manufacturers' Safety Notices/Information Bulletins since the last meeting.

**14. A.O.B**

- i) Paul Applegate advised those present that in April 2002, the Committee had suspended the Advanced Packer and Parachute Rigger ratings of Kev Doust for a period of 12 months.

Paul Applegate advised the Committee that he had re-evaluated Kev Doust for the re-instatement of his Advanced Packer and Parachute Rigger ratings. Paul had produced a report, a copy of which was circulated to those present giving details of the re-evaluation. Paul confirmed that Kev Doust confirmed that his packing and rigging is of an acceptable standard and he was pleased to recommend that Kev's Advanced Packer and Parachute Rigger ratings be re-instated.

- ii) An Advanced Packers Course Report had been received by Pete Sizer and circulated to those present. Mark Maynard and Paul Stockwell who already held Advanced Packer (Grade S) fulfilled all the requirements to be awarded Advanced Packer (Grade R) status.
- iii) John Curtis asked the Committee if they could foresee a problem with the 'Wings' system with the throwaway pocket being used for AFF in the UK.

Although the Committee could not foresee a problem with this equipment, it was pointed out to John that this system had not as yet been accepted by the Committee for Student use.

- iv) The Chairman gave the Committee details of an Incident Report that had been received since the last meeting, which concerned a hard opening on a static line jump, where the static line bag was completely destroyed. The bag was shown to those present, but following some discussion, they could find no real evidence to suggest why this had happened to the bag.
- v) Information was circulated to those present regarding a European Riggers Association.

Date of next Meeting: Thursday 5<sup>th</sup> June 2003  
BPA Offices, Glen Parva, Leicester.  
4.00 p.m.

16<sup>th</sup> April 2003

**Distribution**

Chairperson Riggers Committee  
All CCIs  
All Riggers  
Council  
D. Beaven (CAA)  
Lesley Gale  
File

**PAPERWORK REQUIRING CIRCULATION WITH THE NEXT AGENDA MUST REACH THE  
BPA OFFICE NO LATER THAN MONDAY 19<sup>TH</sup> MAY 2003**