

UNITED STATES PARACHUTE ASSOCIATION



MINUTES OF THE BOARD OF DIRECTORS
MEETING,
July 14-16, 2006
Fredericksburg, Virginia

(DRAFT)
September 21, 2006

UNITED STATES PARACHUTE ASSOCIATION
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United States Parachute Association Minutes:
Board of Directors Meeting, Phoenix, Arizona
February 17-19, 2006

1. Call to Order

The Vice-President, Mr. Mike Perry, called the meeting to order at 9:01 A.M. on Friday, July 14, 2006. The Directors present included: S. Butcher, J. DeSantis, J. Farrington, J. Goswitz, L. Hill, M. Laughlin, J. Meyer, M. Murdock, G. Peek, M. Perry, R. Schachner, L. Schlichtemeier, S. Smith, D. Stewart, T. Thacker, and C. Welker, B. J. Worth and PIA representative, Mr. Mike Turoff. Mr. Chris Quaintance arrived at 9:30 and Mr. Max Cohn arrived at 11:00 AM. President Glenn Bangs, National Director Mr. Mike Mullins, and Regional Director Jim Jenkins were absent.

The gallery and Directors were welcomed by the Vice-President. The members of the gallery introduced themselves. Vice-President Perry expressed that his objective was to conduct the meeting in accordance with President Bangs wishes in his absence and that he would be in contact with him periodically.

2. Approval of the minutes of the previous meeting

Motion 1: Passed, 17/0 (Mr. Perry)

“Move to adopt the minutes of the previous meeting, dated March 30, 2006.”

3. Adoption of the Agenda

Motion 2: Passed, 17/0 (Mr. Perry)

“Move to adopt the agenda.”

4. Interim Actions of the Executive Committee (Mr. Perry)

Interim Action 3/29/06:

Motion 3: Passed, 17/0 (Mr. Perry)

“Move to waive SIM Section 2-1 K, 2,g ‘for freefall, a ripcord activated, spring loaded pilot chute or a bottom-of-container (BOC) pilot chute’ for Robert Swainson's Pegasus Skydiving in Oklahoma to allow his freefall students to use ROL pilot chutes until May 31, 2006.”

Interim Action 3/23/06:

Motion 4: Passed, 17/0 (Mr. Perry)

“Move to name Lyn Hannah as the 2006 Canopy Formation Team Manager for the 2006 WPC in Russia.”

Interim Action 3/23/06-1:

Motion 5: Passed, 10/4/3 (Mr. Perry)

“Move to grant the waiver of \$600 USD payable to USPA for the conduct of the USPA Coach Course in April at a non-USPA Group Member DZ in Singapore.”

Interim Action 05/08/06:

Motion 6: Passed, 18/0 (Mr. Perry)

“Move to grant Team Fastrax a waiver allowing them to represent the US at the 2006 Anton

Malevsky International Cup in Stupino, Russia, at no expense to USPA. Team Fastrax members are Mark Kirkby, Niklas Hemlin, Doug Park, John Hart, Steve Redinbo, John Judy.”

Interim Action 05/20/06:

Motion 7: Passed, 18/0 (Mr. Perry)

“Move to grant ‘Team Select’ a waiver for SCM Section 11-1.4.C.d and name them the 2006 US Female Formation Skydiving Team. The Team Select members are Kris Byrne, Michelle Carlstrom, Tammi Rettig, Rick Shindler, Brianne Thompson.”

Interim Action 05/22/06:

Motion 8: Passed, 18/0 (Mr. Perry)

“Move to name Shannon Pilcher as the 2006 Canopy Piloting Team Manager for the 2006 WPC in Austria.”

S&T’s request for interim action has been conditionally approved by the Executive Committee and has been split, and only allows a waiver for Stephen Baker. This approval shall be entered into the minutes and shall become

Interim Action 06/12/06:

Motion 9: Passed, 18/0 (Mr. Perry)

“Move to approve a waiver for Stephen S. Baker, USPA member number 43507, for IRM Tandem Rating Section 1, D,1,a ‘has held a USPA Tandem Instructor Rating for at least 3 years’.”

5. Treasurer's Report (Dr. Schlichtemeier)

The USPA Reserve Fund stood at \$2,126,875 as of July 7, 2006. This compares with \$930,688 on December 31, 2005. There were additions of \$1,550,000 from the sale of the old headquarters property and withdrawals of \$400,000 to pay for various items during the construction of the new headquarters building. The net increase during this time period was \$46,187. Approximately two-thirds of the funds have been held in short-term interest bearing securities during this time to allow for maximum flexibility in funding the remaining construction needs. This has allowed for maximum stability of principal with a gradual increase in income from rising interest rates.

The U.S. Parachute Team Trust Fund stood at \$435,200 as of July 7, 2006. This compares with \$435,200 on December 31, 2005. There was a disbursement of funds to U.S. Teams of \$26,160 during this period. There was a gain of \$20,765 (contributions plus interest, dividends and capital gains) during this period or 4.78% based on prior end of year funds. Cash flow (interest and dividends) remains excellent. Rising interest rates have led to increased dividends and interest but also yielded a minor decrease in the valuation of several of the securities.

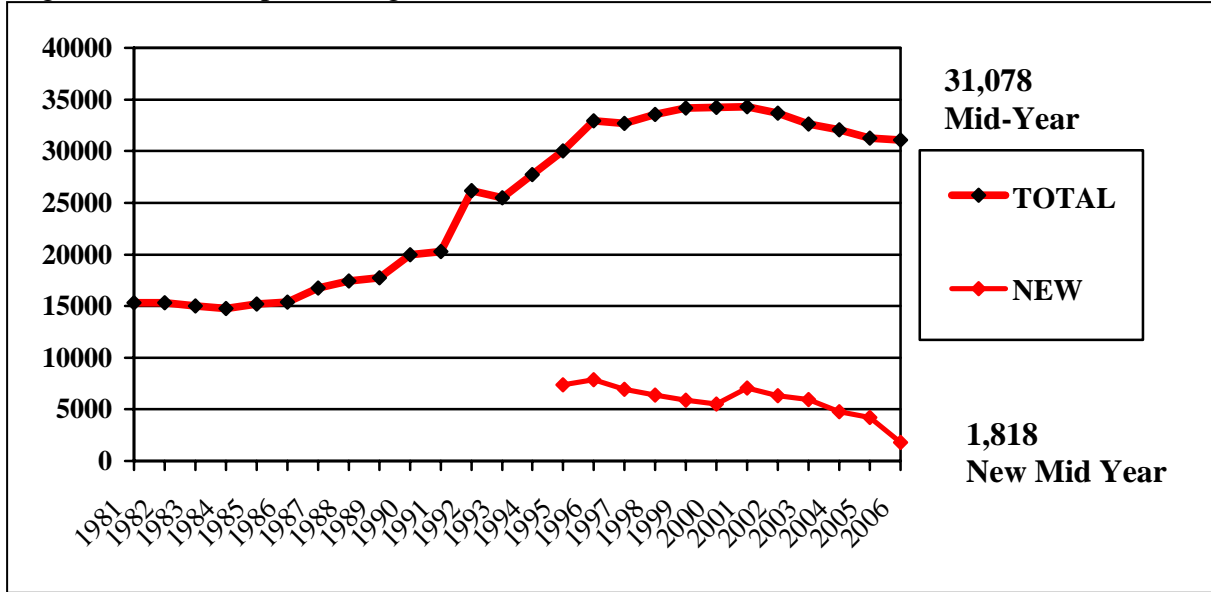
6. Executive Director's Report (Mr. Needels)

Challenges for 2006

- Rejuvenate membership growth
- Complete HQ relocation
- Implement Membership Service Center (MSC)
- Complete association software upgrade

- Reduce fatalities and accidents
- Lower member insurance rates
- Complete instructional rating hierarchy
- Implement the state and national records program
- Keep pressure to preserve airport/airspace access
- Revitalize brand
- Increase non-dues revenue
- Keep skydiving fun and friendships strong

Regular Membership – Through the Years



Membership Services Statistics Year End Comparison

	<u>Year End</u> <u>2002</u>	<u>Year End</u> <u>2003</u>	<u>Year End</u> <u>2004</u>	<u>Year End</u> <u>2005</u>	<u>Mid Year</u> <u>2006</u>
Regular Members	33,664	32,628	32,057	31,276	31,078
New Members	6,345	5,960	4,744	4,187	
Renewal Rate	79%	78%	83%	85%	
Temporary Members	3,012	2,684	2,623	2,540	
Demo Insurance Policies Sold	436	391	313	302	
Awards Issued					
Tenure	2,712	2,461	2,575	2,814	
Wings	492	394	370	348	
Badges	529	418	358	363	

Membership Services Statistics Mid-Year Comparison

	<u>Mid Year</u> <u>2002</u>	<u>Mid Year</u> <u>2003</u>	<u>Mid Year</u> <u>2004</u>	<u>Mid Year</u> <u>2005</u>	<u>Mid Year</u> <u>2006</u>
Regular Members	34,110	33,076	32,581	31,958	31,078
New Members	2,795	2,554	2,310	1,816	1,818
Renewal Rate	75%	76%	87%	86%	96%
Temporary Members	1,399	1,218	1,113	1,236	1,093

Demo Insurance Policies Sold	207	159	100	25	34
Awards Issued					
Tenure	1,162	1,029	1,092	1,145	1,046
Wings	222	178	135	166	196
Badges	239	186	141	179	191

Sport Promotion and Membership Marketing

1. Our Goal is to expand our membership to 35,000 by the end of 2007, and 40,000 by 2011.

2. Assumptions

- a. Most recreational skydivers A-license and above belong to USPA, therefore more A license qualified skydivers will result in more members, all else being equal.
- b. Economic downwind pressures, particularly brought about by rising fuel prices, will continue for the foreseeable future.
- c. Third party liability insurance will continue to consume a disproportionate part of membership dollars.

3. A Four-Pronged Attack

a. SPORT PROMOTION

Increase the number of first jump students so there will be a larger base from which to advance to second jump training and beyond.

- 1) Develop an enhanced PR Capability
 - Photo and video banks
 - Press release apparatus
 - Press kit
 - Updated website for non-skydiver audience
- 2) Increase skydiving exposure
 - Media events
 - Article placement
 - Press releases
- 3) Survey potential and new skydivers
 - Non-jumpers
 - First jumpers
- 4) Assist drop zones with PR
 - Evaluate current programs
 - Develop support kit

b. SPORT RETENTION

Increase the percentage of first jump students who advance to the second jump and beyond, as well as keep more people in the sport longer.

- 1) Identify and examine successful retention programs
- 2) Survey post 1st-jump skydiver to determine why they do or do not continue.
- 3) Assist drop zones with sport retention programs.
- 4) Develop programs to get people to continue skydiving longer
 - Examine demographics and membership data to determine how long people jump.
 - Examine non-renewal letter for insights.
 - Survey skydivers on why they did or plan to stop

c. MEMBERSHIP RECRUITING.

Get more people to make at least one skydive to become members.

- 1) Increase membership of aspiring skydivers
 - Prepare a generic Parachutist with recruiting and training focus
 - Examine youth programs
- 2) Get advancing skydivers to join after the first jump
 - Examine reduced dues for early joining
- 3) Increase conversion rate from TIM to regular
 - Revitalize the TIM packet
 - Examine website update opportunities
- 4) Examine new incentive programs
 - Member-get-a-member
 - Group Member rebates
 - Promotional reward items for first time joiners
- 5) Increase DZ involvement in promoting USPA membership

d. **MEMBER RETENTION.**

Increase the length of time a skydiver, active or not, remains a member.

- 1) Demonstrate value of membership
 - Membership Service Center
 - Extras..bumper stickers, decals, etc.
 - Update and contemporize “What is USPA?” brochure
- 2) Keep membership renewal materials fresh and appealing
 - Renewal appeal letters
 - Parachutist ads
 - Website ads
- 3) Make renewing (and joining) easy and appealing
 - Get new e-commerce up
 - Continue to refine MSC
 - Examine multi-year renewals
 - Examine auto-renewals

7. Old Business

There was no old business.

8. New Business

A. Site Selection for the 2007 National Skydiving Championships

Presentations were made by Skydive Chicago, Skydive Arizona, and Florida Skydiving Center for the 2007 National Skydiving Championships.

Motion 10: Passed, 16/0 (Mr. Perry)

“Move to award the 2007 National Skydiving Championships to Skydive Chicago.”

B. Appeal – Sandor Vali

Motion 11: Passed, 15/3 (Mr. Perry)

“Move to allow Sandor Vali to apply for USPA membership effective 15 July, 2006. Mr. Vali is prohibited from holding any USPA instructional ratings.”

9. Board of Directors Meeting Site Selection

A. Review the date of the winter 2007 Board of Directors Meeting

Motion 12: Passed 17/0/1 (Mr. Perry)
“Move to shift the Winter 2007 BOD Meeting dates to February 2-4, 2007.”

Motion 13: Passed 17/0 (Mr. Perry)
“Move that the General Membership Meeting be held in conjunction with the Winter BOD meeting in Reno, NV.”

B. Selection of dates and location of the summer 2007 BOD meeting.

Motion 14: Passed 17/0 (Mr. Perry)
“Move to hold the summer 2007 Board meeting on Friday, July 13 through Sunday, July 15, 2007.”

Motion 15: Passed 13/5 (Mr. Perry)
“Move to have the summer 2007 Board Meeting in San Francisco, California.”

10. Committee Reports

A. Competition Committee

Chair: Marylou Laughlin
Members: Larry Hill
Madolyn Murdock
Scott Smith
Tony Thacker
BJ Worth
Advisors: Larry Bagley (Director of Competition)
Jim Jenkins, Richard Schachner, Danny Page
Max Cohn resigned from the committee as he sees fit.

The committee is working on a draft of Section 2, 5 and 6 to include only the exceptions to the IPC rules. The draft will be ready for the 2007 SCM rewrite.

Section 2 – Freefall Style and Accuracy (Thacker)

Reviewed SCM Section 2 & IPC Rules pertaining to Freefall Style and Accuracy Landing and completed a draft of section 2 to include only the differences to the IPC rules specific to Freefall Style and Accuracy Landing.

Section 4 – Canopy Formation (Hill)

There are no changes to this section with the exception of two housekeeping changes:

- A. 4-1-2B 7, change three teams to four teams.

B. 1-1.2B 10, clarify the requirement to remain a team

Section 5 – Formation Skydiving (Murdock)

The committee considered a proposal from Steve Miller.

Motion 16 Passed, 18/0 (Ms. Murdock)

“Change SCM Section 5-1.3E ‘No team in the Advanced or Intermediate 4-way Formation Skydiving Classes may be composed of more than one quarter of members who have

(a) won a gold medal in that class at the five previous U.S. National Skydiving Championships or

(b) won a gold, silver or bronze medal in a higher class at the five previous U.S. Nationals Skydiving Championships or in the same event at an FAI First Category Event, provided that the videographer shall not be considered when applying this rule.’

This change would be effective in the 2007 SCM.”

Section 6 – Artistic Events (Smith)

Mr. Smith assumed the responsibility for Section 6 from Max Cohn.

Between now and next meeting Tamara Koyn will be helping us re-write the section to be in the new SCM format referring to the IPC rules.

Section 7 - Collegiates (Hill)

Mr. Hill assumed the responsibility for Section 7 from Max Cohn.

There are no changes to the section at this meeting.

1. Larry Bagley and Ed Scott reported on the findings of the Ad Hoc committee on increasing the attendance at the Collegiates. The main points that could help are:

- A. Prizes for the winners
- B. Establish methods for the students to get in touch with each other before the meet, to form teams, etc.
- C. Change the closing banquet to an opening social
- D. Promote a boogie to draw more students to the event
- E. Establish Collegiate records
- F. Provide a package of information for the assistance in establishing clubs. Ed will work on this and try to have it before the beginning of the fall semester.

2. At the 2006 Competitors meeting at Lake Wales this year it will be discussed with the competitors if the dive pool should be changed to the intermediate dive pool.

3. The Ad Hoc committee will work on the selection criteria of the overall champion, with the goal of including sport acc and freestyle into the calculation.

Section 8 – Judging (Murdock)

The committee believes that a judge from the U.S. should sign the application to become an FAI judge.

Motion 17: Passed, 18/0 (Ms. Murdock)
“Change SCM 8-1.5 D.3.e. to read: ‘Recommendations from three US/FAI Judges’. Headquarters will make the corresponding changes to the Judges application. This change would be effective with the 2007 SCM.”

Section 9 – Sport Accuracy (Hill)

It has become apparent that the Sport Accuracy event does not have the desired affect that it was intended when introduced. It is not drawing the competitors that we thought it would, and it is not convenient for the National host to run.

With the increasing number of events that are being held at the Nationals it is clear that we must not keep adding events without cutting the events that are not drawing enough competitors to support the event.

Motion 18: Passed, 16/2 (Mr. Hill)
“Move to eliminate Sport Accuracy as a National event and remove Section 9 Sport Accuracy from the SCM effective 1 May 2007.”

Section 10 - National Site Selection (Worth)

The Committee reviewed six items in Section 10:

1. Bids for 2007 National Championships. There were no questions about the bids among the committee members, so the bidders were encouraged to make good presentations at the full board session.
2. Bids for 2007 National Collegiate Championships: The committee reviewed the three bids, all of which were professionally prepared and presented viable possibilities for conducting first rate national collegiate championships. After hearing from representatives of two of the bidders, the committee has the following motion:

Motion 19: Passed, 17/0/1 (Mr. Worth)
“Move that Skydive Arizona be selected to host the 2007 US National Collegiate Skydiving Championships.”

3. Housekeeping - Add 2-way Canopy Formation to Section 10-3 on the Nationals Bid form.
4. Letter to Committee from Bryan Burke. Mr. Burke, a very experienced meet director, suggested that USPA seriously consider reducing the number of events being conducted at the Nationals, especially those that are not IPC events and ones that do not attract many competitors. Committee consideration of this letter resulted in a motion regarding Sport Accuracy.

5. Deletion of a requirement for a supplementary performance bond for competitors at the Nationals. A situation in a National Championships several years ago resulted in the requirement for this extraordinary performance bond. The Committee determined that since this situation was no longer an issue at the Nationals, there was no need for this performance bond. The Committee informed HQ that this part of the performance bond was no longer necessary, and that it should no longer be required in contracts between USPA and hosts for the National's.

6. OmniSkore!, DZ TV and NSL coverage of the Nationals.

Representatives from HQ met with the owner of DZ TV and OmniSkore! to discuss the relationship and interface between USPA's Nationals webpage and webcasts and those of OmniSkore!. Further discussions will take place, as well as discussions with a National Skydiving League representative. No motions are necessary to come from the Committee.

Section 11 –US Teams (Smith)

1. We discussed the rewrite of section 11 that will be completed by the winter BOD meeting. This will among other things improve the procedure for selecting US Team members and eliminate the need for most waivers and special teams.

2. We discussed a request the FS Team manager received for sponsor logos to be put on US Team uniforms. The committee affirmed that the US Team contract must be followed and gave guidelines to the team manager for negotiating a mutually beneficial solution to the request.

3. We implemented the I Give- Funds for US Parachute to raise money for the USPTTF after the last board meeting. We would like to get feedback from board members who have used this to determine if it is a program we want to start promoting with the rest of the membership

Section 12- State, National & World Records (Worth)

New national and state programs will be implemented by HQ.

Proposed clarification to be added to the State Record form: When a State Record category (Sub-Class) requires a dive sequence to be drawn from a "Dive Pool," the draw may be conducted by any person under the supervision of a USPA Judge rated in the discipline involved. In such cases, the supervising Judge does not have to be in the physical location where the draw is being conducted. State records may be set within or outside of competition events.

Committee also suggested that the term "Sub-Class of Record" could be changed to "Record Category," and that "Category of Record" could be changed to "Record Class" in order that these terms could be more users friendly (read: easily understood) in the English Language. HQ will make the final determination as to the terms used on the record application form. There was concern about the need to clarify under what conditions state record will be conducted. Clarifications to the form, if deemed necessary,

B. Constitution and By-Laws

Chair: Mike Mullins

Members: Jan Meyer

Gary Peek

Mr. Peek chaired the committee in Mr. Mullin's absence. The C&B Committee convened, had no old business, had no new business, and adjourned.

C. Executive Committee

Chair Glenn Bangs
Members: Mike Perry (Presiding)
 Madolyn Murdock
 Lee Schlichtemeier
 B.J. Worth
 Marylou Laughlin
Advisors Chris Needels, Executive Director

An update on the Skyride Lawsuit was presented by Ed Scott. USPA has a motion before the court requesting summary dismissal. We are waiting on an action by the court.

The committee received an update on the response by USPA, PIA and tandem equipment manufacturers to the recent tandem fatalities. It was acknowledged that unprecedented cooperation permitted a rapid initial response and the cooperation continues.

The committee serving as the oversight committee for the sport promotion effort received a report by the executive director. We appear to be gaining momentum. To maintain this momentum a motion to authorize additional funding is forwarded with Executive Committee approval to the Budget and Finance Committee for consideration and presentation to the board.

Mr. Mike Gruwell presented information on a tandem incident with which he was involved. His frank discussion and answers to questions have provided the committee with greater insight into this type of incident. Mr. Gruwell will make a similar presentation to the full board.

The Acting Chair would like to thank the committee for their work during the interim and at this meeting. Their support and guidance was greatly appreciated by the acting chair.

D. Finance and Budget

Chair Lee Schlichtemeier
Members: Richard Schachner
 Chris Quaintance
 Chris Welker
Advisors: Chris Needels
Absent Glenn Bangs
 Jim Jenkins

1. 2006 Mid-year financial report was presented by Executive Director Chris Needels in his Executive Director's Report and is summarized in that report.

2. The Committee discussed communication with ATC and other rules that affect DZ operations. Ed Scott updated us on the progress of the FAA Handbook. Staff has been working with Jeff Weller from the FAA over that last two years and they are now ready to start writing the handbook. The purpose of the handbook is to provide interpretation to FARs for FAA Inspectors, DZO's and other aviation personnel. The Committee agreed that completing the FAA handbook should continue to be a high priority and that we support Staff spending as much time as possible to facilitate its' progress.
3. The committee discussed sport promotion, student retention and member rejuvenation ideas from the February 06 meeting. Ed Scott reported that headquarters has been working on several projects with the goal being to get more first time jumpers, get them back for a second jump and keep them so they get licensed. Headquarters has beta tested a survey program to obtain feed back from students regarding their motivation for coming to jump and if they intended to jump again. Ed reported that when the survey is done nationally that we should be able to really get into the mind of the public and hopefully help target our marketing efforts.

USPA is also working on content ideas for a First time jumper Parachutist Magazine. It might print once or twice a year and be distributed. The articles and information will obviously be targeted to the first time jumper.

Finally, USPA is again looking at several programs including a rebate program to reward DZs for helping to build membership and increase renewal rates. As this develops we will get more information.

Primarily, USPA wants to make the case to DZs that creating and growing a recreational base is good business for DZs and good for the long-term viability of skydiving and USPA. The intent of USPA is to provide tools to the DZs to assist them.

The Chair would like to thank the members of the committee.

F. Membership Services

Chair Madolyn Murdock

Members: Jim Jenkins

 Jan Meyer

 Mike Mullins

 Richard Schachner

 Lee Schlichtemeier

Advisors: Larry Bagley, Chris Needels, Michelle Garvin

1. Membership Statistics - The committee reviewed membership statistics comparison which showed a 9% decrease in membership over the 5 year period.
2. Recruiting/renewal initiatives – The committee discussed many ideas on how to recruit new members from all age brackets and backgrounds with a concentration on target groups that would have a propensity toward adventure or extreme sports. Member retention incentives were also discussed.

3. Claims Review - A review of the insurance claims show 4 claims year to date. Two have been closed with total payments of \$4538 and two are still open. We are disappointed at the lack of information that is received regarding the claims which doesn't allow USPA to effectively track any trends or draw any conclusions that would assist in safety recommendations.

There is still one 2005 claim pending with \$15,000 in reserve. The 2004 demo claim, which had a \$55,000 reserve, closed for \$141,913.

4. Our former insurance carrier provided some policy renewal/replacement options for 2007 after USPA staff asked for a more thorough explanation of the self insured retention concept. This information was reviewed in committee and Headquarters was asked to continue to gather information for Membership Services and F&B that will assist the Board with the decision prior to our insurance renewal time.
5. The committee reviewed correspondence from Karin Lahnardt regarding the practice of kiting their parachutes from a ground launch point. They have experienced difficulty in obtaining insurance for this activity. The US Hang Gliders Association have not seen fit to insure them. This committee did not feel that this practice should be covered USPA third party insurance.
6. A letter from former member Edward "Pappy" Hughes was reviewed and the Chair will follow up with correspondence to Mr. Hughes about his membership renewal and tenure.
7. A proposal was received from Bill Newell regarding having USPA partner on the Bob Buquor Memorial Star Crest Awards. The committee chose not to move forward on this proposal.
8. Waiver – We received one request for a waiver to the 1000 jump requirement for a stadium demo form Richard A Garner. After careful review by committee we make the following motion:

Motion 21: Passed, 14/4 (Ms. Murdock)

"Move to recommend to Insurance Technologies & Programs that the 1000 jump requirement for obtaining demo insurance be waived for Richard Gardner USPA member # 126284 for a demonstration jump into Pittsburg State Stadium on July 29th 2006."

9. Meritorious Service Award

Motion 22: Passed, 22/0 (Ms. Murdock)

"Move to award a 2005 USPA Gold Medal for Meritorious Service to Tom Sanders."

The Chair would like to thank a very hard working, sensible, and conscientious committee that has handled some tough issues this term. They should be very proud of the work that has been done.

Thanks to the USPA Membership Services Staff at Headquarters who provides such fine service to our members. Thank you to Larry Bagley for his friendship, and assistance with the awards and orchestrating some impressive presentation events for USPA award winners. And finally a huge thanks to Michelle Garvin who has kept the Chair and the Committee informed and in line.

G. Nominations and Elections

Chair: John Goswitz
Members: John DeSantis
Sherry Butcher
DJan Stewart
Advisors: Larry Bagley

The Committee met for one hour & one-half to discuss the items on the agenda.

1. The Committee reviewed the list of people who had filed a letter of intent by the June 1st deadline. It was noted that fourteen people filed for a National Director position. All the regions have one person who filed for the position except for the following regions: Mountain-3, Mid-Atlantic-2, Southern-2, Southeast-0
2. The committee reviewed the internal document used by headquarters during the course of the election.
3. The committee then addressed the request from a candidate to have their petition forms verified before the September deadline. This person has been informed that since the election process had started in April, no changes would be made to the election process at this time. The committee will research this request and others presented by this member and address them after this election is concluded.
4. During the review and editing of the Bio's and personal statements prior to inclusion in the November issue of Parachutist it was decided that the National Director's material would be handled by the Regional Directors on the committee and the Regional Director's material by the National Directors on the committee.
5. The election material will again be posted on the USPA web site starting on November 1st and will contain all the material printed in Parachutist. Members will again be able to print out a copy of the ballot.

This concludes my report. I wish to thank the committee members and staff for their hard work.

H. Regional Directors

Chair Tony Thacker
Members: All Regional Directors
Advisors: All National Directors

All but one Regional Directors were in attendance

Marylou Laughlin spoke about the new State and National records Program

There was discussion about adding a place on the Wings and Badges form for an S&TA signature along with the Regional Director's signature. Most felt it was OK as is.

Jim Crouch brought up that the S&TAs are not reporting incidents and this was discussed and an idea of self reporting was brought up and discussed.

There was a brief mention of air-to-air audio for students.

Thanks to all of the Regional Directors for their hard work.

I. Safety and Training

Chair: Mike Perry

Members: Sherry Butcher
Jessie Farrington
Jan Meyer
Mike Mullins
DJan Stewart
Gary Peek
Chris Quaintance

Advisor: Max Cohn
Mike Turoff
Jim Crouch - Director of Safety & Training

1. Tandem Wind Limits - A member has requested the committee to revisit the addition of tandem wind limits to the Basic Safety Requirements. No action.
2. Advanced Instructor Course and Instructional Rating End Game
Results of this briefing are included in our motions for revision of the IRM and SIM.
3. Tandem Student Harnesses - Recent incidents were discussed. Immediate actions by USPA, PIA and Tandem manufactures following the second incident included dissemination of detailed fitting instructions. Emphasis by USPA will focus on Getting the latest information out to the field, providing the latest training aids to course directors, sharing of information among all stake holders including USPA, PIA, Manufactures, and Instructional staff.
4. Foreign Rating Holder Reciprocity - Sub-committee update with any progress from the February 2006 meeting. The Sub committee reported with recommendations for a reciprocity challenge of USPA rating courses. Discussion within the full committee resulted in minor changes to the recommended procedures and development of additional challenge procedures for re-currency and those without ratings. The results of this effort are reflected in various motions to edit the IRM as listed below.
5. Individual Waiver Requests

Motion 23:

Passed, 15/3

(Mr. Perry)

“Move to waive IRM Coach Rating course 1C-1a(1) ‘Hold a USPA Instructor rating for more than 3 years’ for Teemu Jarvela, member number 206213, and appoint him as a Coach Course Director.

He has 3129 jumps and has held a USPA Coach, AFF I and IAD-I rating since January 2006 and has held a Finnish IAD-I rating for more than three years.)”

All other waiver requests received by HQ to date have been handled with Interim Actions prior to this Board meeting.

6. Discuss Self Supervision - definitions and possible SIM changes. A presentation by Gary Peek resulted in a motion to define Self Supervision in the glossary of the SIM. This motion is included in the group of motions to edit both the SIM and IRM Listed below

Motion 24: Passed, 18/0 (Ms. Peek)

“Move to add the following definition to the Glossary of the SIM:

SELF SUPERVISION: A student may be cleared for self supervision when they have obtained the following skills and knowledge:

1. *Demonstrated the ability to regain stability and control in freefall within five seconds after initiating a disorienting maneuver.*
2. *Demonstrated sufficient canopy control skills to land safely in all expected conditions.*
3. *Demonstrated the knowledge required to select and inspect gear before use.*
4. *Shown knowledge of spotting required to make reasonable judgment about suggested exit points,*
5. *Shown knowledge of both normal and emergency aircraft procedures for all aircraft types in common use for skydiving.”*

7. Notifying Members of Changes to the S&T Documents
Headquarters has established a procedure to place a description of major changes on the website following the board meeting. The committee feels this addresses this issue for the time being.
8. Discuss and refine Course Challenge Procedures in IRM for all Disciplines.
9. Discuss Administrative Suspension of TI after an incident – tabled.
10. Changes to Coach rating course to accommodate supervision of SL/IAD freefall students - Changes are included in the group of motions to edit both the SIM and IRM Listed below.
11. How long after successfully attending an AIC may a member use that attendance to meet an instructional prerequisite? This is currently defined in the IRM.
12. AFF CD currency - This subject was discussed in detail. Changes to address this issue are included in the group of motions to edit both the SIM and IRM Listed below.

13. Recurrence training - Recurrence training was discussed and appropriate changes are listed in the motions changing the SIM and IRM listed later in these minutes.

14. Skydiver's Information Manual and Instructional Rating Manual Edits - Several changes to the existing manuals were discussed in detail and result in the motions that follow:

Motion 25: Passed, 18/0 (Ms. Butcher)
“Move to move IRM Section 11 G ‘In-air observation and supervision’ 4c ‘Missed major rigging errors ...’ to Section 11 G ‘Student supervision’ (new section to follow the Ground Training section).” See “Attachment A” for new section wording.)

Motion 26: Passed, 18/4 (Ms. Butcher)
“Move to accept the following revisions to the ISP Category A Canopy Control Section provided by Scott Miller as attached.” See Attachment B.

Motion 27: Passed, 17/0 (Ms. Butcher)
“Move to change SIM Section 2-1E4c to read as follows:
‘All AFF students must jump under the direct supervision of an AFF Instructor until demonstrating stability and heading control within five seconds after initiating two intentional disorienting maneuvers involving a back-to-earth presentation. All IAD/SL Students must be under the direct supervision of an appropriately rated USPA Instructor until successfully completing their first clear and pull. Students under the supervision of a USPA Coach must be given ISP Categories C, D, & E instruction by a USPA Instructor.’”

Motion 28: Passed, 18/0 (Ms. Meyer)
“Move to delete the following:
1. IRM Coach Section E.2, 3, and 4.
2. IRM AFF Section F.2, 3, 4, and 5.
3. IRM IAD/SL F.2, 3, 4, and 5.
4. IRM Tandem F.3, 4, 5, and 6.

Add as attached.” See “Attachment C”.

Motion 29: Passed, 18/0 (Ms. Stewart)
“Move to replace IRM AFF Instructor Rating Course, Section 1, D, with the following (and renumber as appropriate):
‘D: WHO MAY CONDUCT THIS COURSE?
An AFF Course Director who has maintained currency as follows:
a. Conducted at least one USPA AFF Rating Course within the past 24 months
b. Continues to meet all of the requirements to qualify as a course evaluator (listed in Section E, “How to become a USPA AFF course director”).’”

E. HOW TO BECOME A USPA AFF COURSE DIRECTOR’

[Insert text from the current Section 1, D.2, D.3, D.4, inclusive, and renumber as appropriate]”

Motion 30: Passed, 14/4 (Ms. Stewart)

“Move to replace Coach Rating Course, Section 1, C, with the following (and renumber as appropriate):

‘C: WHO MAY CONDUCT THIS COURSE?’

A Coach Course Director who has maintained currency as follows:

- c. Conducted at least one USPA Coach Course within the past 24 months*
- d. Continues to meet all of the requirements to qualify as a course evaluator (as listed in Section D, “How to become a USPA coach course director”):*

D. HOW TO BECOME A USPA COACH COURSE DIRECTOR

- 1. A USPA Instructor or Instructor Examiner who has been qualified as follows:*
 - a. Has successfully completed the Advanced Instructor Course*
 - b. meets all the requirements to qualify as a course evaluator*
 - c. passes the USPA Coach written examination*
 - d. Assists with at least one complete USPA Coach Rating Course*
 - e. Provides headquarters with a written recommendation from the director of that USPA Coach Rating Course*
- 2. Evaluators*
 - a. USPA Instructor who has demonstrated to a USPA Coach Rating Course director the air skills required to pass the USPA Coach Rating Course*
 - b. Appointed by the course director who has registered the course with USPA*
 - c. Supervised by the course director, who is responsible for all evaluations’.*

Motion 31:

Passed, 16/1/1

(Ms. Stewart)

“Move to replace IRM Tandem Instructor Rating Course, Section 1, D, with the following (and renumber as appropriate):

‘D: WHO MAY CONDUCT THIS COURSE?’

A Tandem Course Director who has maintained currency as follows:

- a. Conducted at least one USPA Tandem Rating Course within the past 24 months*
- b. Continues to meet all of the requirements to qualify as a course evaluator (listed in Section E, “How to become a Tandem course director”).*

E. HOW TO BECOME A TANDEM COURSE DIRECTOR’

[Insert text from the current Section 1, D.2, D.3, D.4, D.5, and D.6, inclusive, and renumber as appropriate]”

Motion 32:

Passed, 18/0

(Mr. Peek)

“Move to change SIM Section 5-2 Recurrency Training to read:

‘A. Students

Students who have not jumped within the preceding 30 days should make at least one jump under the direct supervision of an appropriately rated USPA Instructor’

Remove paragraphs 3 and 4

B. Licensed Skydivers

A License

Remove paragraph 2.”

Motion 33: Passed, 18/0 (Ms. Farrington)
“Move to remove IRM Instructor Examiner B.1-5 and replace it with; ‘New ratings no longer issued.’ and renumber as appropriate.”

11. Adjournment

Motion 34: Passed 18/0 (Mr. Goswitz)
“Move to adjourn.”

The meeting was adjourned at 1:20pm on Sunday, July 16, 2006.

Respectfully submitted,

Madolyn Murdock, Secretary
August 20, 2006

Attachments:

- “A” – IRM Coach Rating Course Section 11 Changes – Student Supervision**
- “B” – ISP Category A Canopy Control Section**
- “C” – IRM Additions**

**Attachment “A” – IRM Coach Rating Course Section 11 - Student Supervision
New Section (to follow the Ground Training Section)**

Student supervision

1. Each candidate is responsible for the supervision of their student
 - a. In the classroom while working around training aids
 - b. Near landing areas, taxiways, runways and other potentially hazardous areas of an airport
 - c. Selecting appropriate equipment for the skydive
 - d. Ensuring the student’s equipment is in good working order and properly fitted
 - e. While approaching and boarding aircraft
 - f. During the climb to altitude, climb-out, exit and freefall
 - g. After landing until the student is back in the hangar with equipment removed
2. Scoring of supervision will not count towards the freefall portion of the evaluation
3. Each candidate must earn satisfactory scores in student supervision for each evaluation jump
4. For any score of unsatisfactory, the candidate must demonstrate proficiency in the missed area on the next evaluation jump
5. If the candidate has completed the air evaluations but still needs to correct a deficiency in student supervision, the course staff will use a contrived student scenario to test the candidate
6. Mandatory scores of unsatisfactory
 - a. Failure to safely supervise a student during any part of the ground training, boarding of the aircraft, ride to altitude or return from the landing area
 - b. Failure to check the simulated student’s equipment before boarding or before exiting the aircraft
 - c. Missed major rigging errors, including but not limited to-
 - (1) missing altimeter or goggles
 - (2) misrouted three-ring release system or improperly routed RSL (depending on the severity)
 - (3) improperly routed or threaded chest strap or leg straps
 - (4) unsuitable parachute assembly
 - (5) altimeter not zeroed

Attachment “B” – SIM, ISP Category A Canopy Control Section

Category a:

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CANOPY

- plan and execute canopy descent and landing pattern with assistance
- assisted flare for a safe landing within 60 degrees of correct landing direction.
- land within 100 meters of the planned landing area, spot permitting

**Note: For reasons of safety, AFF, IAD, or static-line students who do not complete the flaring and landing advancement criteria on the first jump should be recommended for tandem or other comprehensive canopy training. If all other Category A advancement criteria have been met, the student may satisfy Category A canopy skills in another discipline and then advance to Category B in the preferred discipline.*

D. CANOPY PILOTING SKILLS

1. Basic canopy aerodynamics
 - a. A ram-air canopy is an inflatable wing that performs like the wing of an airplane.
 - (1) Once it is open and inflated, the canopy will start gliding forward and down through the air.
 - (2) The forward movement creates a flow of relative wind around the canopy.
 - (3) The airflow around the canopy creates lift.
2. Steering the canopy
 - a. With both toggles all the way up, the canopy should glide straight ahead at full speed.
 - b. The canopy turns right when you pull the right toggle (steering control line handle) down and turns left when you pull the left toggle down.
 - c. The canopy will turn as long as one toggle is held down and stops turning when it is let up.
 - d. Pulling one toggle down a small amount produces a slow turn with a relatively small amount of dive.
 - (1) Small toggle inputs can be used to make minor heading corrections at any point in the canopy flight.
 - f. Pulling one toggle down further will produce a faster turn and causes the canopy to dive, which can have serious consequences near the ground.
 - g. To prevent a collision with another jumper, always look first in the direction of the intended turn.
 - h. Pulling both toggles down decreases the canopy’s rate of descent and its forward speed.
3. Canopy speed and wind
 - a. When facing into the wind or “holding,” the canopy will fly more slowly across the ground.
 - b. When flying in the same direction as the wind, or “running,” the canopy will move more quickly across the ground.
 - c. When facing perpendicular to the wind or “crabbing”, the canopy will move forward and also drift sideways across the ground.
 - d. These effects become more pronounced in stronger winds.
4. Landing patterns
 - a. Each jumper is responsible for landing safely in a clear area.

- b. Prior to boarding the aircraft before each jump, you should plan your landing pattern using an aerial photograph, diagram, map, or model of the drop zone.
- c. Determine the current speed and direction of the wind.
- d. Locate the intended target and determine the wind line, a line going through the target indicating the direction of the wind.
 - (1) If the canopy is upwind of the target, the wind will tend to push the canopy toward the target.
 - (2) if the canopy is downwind of the target, the wind tend to push the canopy away from the target.
- e. In no-wind conditions or light and variable winds, the instructor and student should choose a pre-determined landing direction and base the landing pattern on that.
- f. Choose a point on the ground downwind and on the wind line where you will start your final approach at 300 feet.
- g. Choose the point where you will start your base leg at 600 feet.
- h. Choose the point where you will start your downwind leg at 1000 feet.
- i. The location of each point and shape of the pattern will vary depending on the strength of the wind.
 - (1) In light winds the pattern will resemble a square, with the downwind leg, base leg, and final approach being the same length.
 - (2) In light winds it is important to have plenty of clear space past the target in case you overshoot.
 - (3) As the winds become stronger the final approach and base legs become shorter, and the downwind leg becomes longer. *See Illustration.
 - (4) In strong winds it is important to make the base leg and final approach turns over a clear area, in case you land short of the target.
- j. Determine the shape and location of the holding area; this is ideally where you should be when the canopy opens, and where you should remain for most of the canopy flight.

Note: The USPA Instructor may need to adjust the shape of the pattern or the checkpoint altitudes to account for various circumstances.

Illustration 4-A.2. Examples of calm wind and strong wind landing patterns.

- 5. Normal canopy flight procedure
 - a. After checking for a good parachute canopy, check your altitude then look directly below your feet and check your position over the ground.
 - b. Locate your holding area, target, and the “checkpoints” where you will start each leg of your pattern.
 - c. If you are not inside your holding area, turn the canopy toward your holding area and fly toward it.
 - d. Remain inside the holding area until 1000 feet.
 - e. As long as you are in the holding area and above 1000 feet you may practice turns and flares.
 - f. Look around you for other canopies, check your altitude, and check your position over the ground periodically, especially after each turn or practice flare.
 - g. As descend below 2000 feet, fly toward the point where you will start your downwind leg.
 - h. Begin your pattern at 1000 feet, flying to each of the checkpoints you picked on the ground.

- (1) You may need to Begin your base leg turn at 600 feet even if you have not arrived at the planned checkpoint.
- (2) If arriving too high at the planned 600-foot checkpoint, correct by looping out during the base leg on the way to the 300-foot point.

Illustration 4-A.3. Detailed landing pattern diagram, including adjustments that can be made to base leg if too high or low.

6. Final approach and landing

- a. Once you have begun your final approach your main priority is to keep the canopy flying straight toward a clear, open area.
 - (1) Small toggle inputs may be used to avoid obstacles on the ground.
 - (2) If the canopy begins to turn off heading, use the appropriate input to stop the turn and keep the canopy flying straight toward a clear area.
- b. S-turns may be used in the early part of the final approach if there is a risk of overshooting the entire landing area.
 - (1) S-turns should be avoided unless absolutely necessary, since they can present a hazard to other traffic.
 - (2) You should finish any S-turns and resume straight and level flight for at least the last 10 seconds of the final approach.
- c. If the canopy is flying straight then keeping the toggles all the way up in the full glide position will help the canopy produce more lift when you flare.
- d. Looking ahead instead of straight down will help you judge your altitude better so you can flare at the correct altitude.
- e. During the last part of the final approach, put your feet and knees together in a PLF position.
- f. Just before landing, convert the forward speed of the parachute to lift by flaring.
 - (1) When your feet are approximately twice your height above the ground, flare to half brakes.
 - (2) Flare the remainder of the way just before touching down.
 - (3) Your instructor may vary the exact flare technique based on the type of canopy you will be using or other factors.
- g. If you start flaring too high, stop flaring and hold the toggles where they are.
 - (1) Letting the toggles up abruptly causes a steep dive.
 - (2) Keep looking ahead and keep the canopy flying straight.
 - (3) Push the toggles the rest of the way down before touching down.

Note: Beginners should jump large, docile canopies that allow for errors. These canopies should be resistant to stalling and should simply maintain a low airspeed and rate of descent if flared too high.

- h. You should be prepared to perform a PLF every time you land.
 - (1) A stand-up landing should only be attempted if you touch down softly and are confident that you can comfortably remain on your feet.

7. Perception of speed

- a. The canopy may seem to fly very slowly until you get lower on final approach.
- b. You may notice the speed for the first time at this point, which may trick you into flaring early.
- c. The canopy needs speed to get an effective flare.
- d. Wait until the correct altitude to flare.

8. Changing winds
 - a. Landing into (against) the wind is desirable, but not absolutely necessary.
 - b. Use available wind indicators to check the wind direction during your canopy flight.
 - (1) On days when the winds are light and variable it may be best to maintain your original, planned pattern and landing direction even if the wind indicators change direction.
 - (2) If it is necessary to land in a different direction than planned, rotate your original pattern around the target so it lines up in the desired direction.
 - d. Once you have begun your final approach, keeping the canopy flying straight toward a clear area is more important than landing directly into the wind.
 - e. Landing downwind or crosswind in a clear area is far less risky than making an aggressive turn near the ground.
9. Alternate landing areas
 - a. Whether you land in the intended landing area or an alternate one, you should be prepared to make your own correct decisions and land safely without assistance.
 - b. If you are not in your holding area or close to it when the canopy opens be prepared to pick an alternate landing area.
 - c. Maintain altitude awareness while flying back towards your 1000-foot point.
 - d. At or above 2,000 feet you should decide whether or not you will be able to reach your 1000-foot point.
 - e. If it is obvious that the 1,000-foot point is unreachable:
 - (1) Look for your 600-foot and 300-foot points.
 - (2) If you are sure that you will be able to reach one of those points, fly towards it and remain over that point until you reach the correct altitude to begin that leg of your pattern.
 - (3) If it is obvious that you will not reach any point in your pattern by the correct altitude then select an open area free of obstacles nearby in which to land.
 - (4) Visually transfer the intended landing pattern to the new landing area.
 - (5) Fly the new landing pattern.
 - f. Any time you must land in an alternate area off of the airport property:
 - (1) Look carefully for obstacles and avoid them.
 - (2) Perform a Parachute Landing Fall.
 - (3) Wait for assistance or further instructions.
 - (4) Be polite to property owners.
10. Priorities for all landings
 - a. Land with the wing level and flying in a straight line.
 - b. Land in a clear and open area, avoiding obstacles.
 - c. Flare to at least the half-brake position.
 - d. Always be prepared to make a Parachute Landing Fall.
11. Recovering the canopy in higher winds
 - a. Land using a parachute landing fall if necessary.
 - b. Get up quickly and attempt to run toward the canopy until it collapses.
 - c. Reel in one toggle and steering line hand over hand until the canopy has fully collapsed and is under control (especially if being dragged).
 - d. Cut away the canopy as a last resort or if injured, but wait for assistance before walking anywhere.
12. Round canopy (reserve use only, if applicable)
 - a. Round canopies have vents in the rear to enable forward speed (less than ten mph).

- b. Steer the canopy using the back risers or, if rigged on two risers only, the steering lines.
- c. Steer across or with the direction of the wind toward a clear area.
- d. Steer into the wind at 200-300 feet before landing and continue steering to avoid obstacles.
- e. Prepare to land using a PLF.

E. BASIC LANDING TRAINING – PARACHUTE LANDING FALL

1. Parachutists absorb the shock of a hard landing with a Parachute Landing Fall (PLF).
 - a. To prepare for a PLF, press your feet and knees together with your knees slightly bent.
 - b. Flare the canopy completely with both hands together and close to the front of your body to help prevent wrist and hand injuries.
 - c. Chin to the chest to help prevent neck injuries.
 - d. Allow your feet to make contact with the ground first.
 - e. Maintain the PLF position throughout the entire landing roll.
 - f. As your feet touch the ground:
 - (1) Lean into the direction of the landing to roll down one side of the body.
 - (2) Lay over to the side of one calf.
 - (3) Continue to roll to the thigh on the same side.
 - (4) Continue rolling on to that hip (side of the butt).
 - (5) Roll diagonally across your back to the opposite shoulder.
 - (6) Allow your body to continue rolling and absorb the energy of the fall.
2. The PLF position is also the proper way to prepare for a stand-up landing.
 - a. The PLF position keeps your weight balanced in the harness and helps avoid the tendency to reach for the ground.
 - b. If you touch down softly you can step out of the PLF position and remain on your feet.

Illustration 4-A.1. The PLF position at touchdown.

F. LANDING HAZARDS (AT TRAINING HARNESS)

1. Landing hazards include water, trees, buildings, power lines, and any similar obstacles.
2. These hazards can usually be avoided by:
 - a. Properly preparing for the canopy flight by observing the winds and planning an appropriate landing pattern before boarding the aircraft.
 - b. Choosing the correct exit and opening points and spotting the aircraft correctly before exiting.
 - c. Following the procedures described above under “Alternate landing areas.”

water

1. Refer to the USPA BSRs for equipment requirements on jumps near water, but many drop zones have waivers on file.
2. Procedure for an unintentional water landing:
 - a. If possible, land close to shore or to a boat, buoy, or other floating object.
 - b. Inflate the flotation device (if available).
 - c. Disconnect the chest strap (this may require taking your hands out of the steering toggles first).
 - d. Steer into the wind.
 - e. Enter the water with lungs full of air.

- f. Prepare for a PLF. The water may be shallow or there may be unseen objects below the surface.
- g. Flare the parachute to half brakes at ten feet above the water (may be difficult to judge) and enter the water feet-first in a PLF position.
- i. If the canopy lands on top of you:
 - (1) dive down and swim out from under the canopy, or
 - (2) pull the canopy off of your head, remaining clear of the lines.
- j. Take a deep, full breath of air at every opportunity.
- j. Release or slide off the leg straps and swim carefully away to avoid entangling in the suspension lines.
- k. Even if you are in shallow water or are a strong swimmer, leave the parachute system behind.

trees

1. Most tree landings are survivable, but accidents may also occur during the recovery.
2. Continue steering to avoid trees but avoid sharp turns near the ground.
3. Procedures for landing in a tree:
 - a. Before landing, steer into the wind.
 - b. Flare to half brakes.
 - c. Keep your legs tight together in a PLF position, but not crossed.
 - d. Protect your face with both hands and forearms, with both elbows tightly together and close to your stomach.
 - e. Try for the middle of the tree, then hold on to the trunk or main branch to avoid falling.
 - f. Prepare for a hard landing on the ground after if falling through the tree.
 - g. Stay in the tree and wait for help; do not attempt to climb down.

buildings

1. A jumper could land into the side of a building or on top of it.
2. Make slight steering corrections to avoid the building or object, but stop any turns in time to prepare to land.
3. Procedures for landing in or on a building:
 - a. Prepare for a hard landing (PLF position).
 - b. Flare at ten feet above the building.
 - c. Strike the object feet first.
 - d. After landing on top of a building in windy conditions, pull the cutaway handle to prevent being dragged off the building.

power lines

1. Power lines typically appear along roads, between buildings, and along straight-line paths through wooded areas.
2. They may be invisible, except for their poles.
3. Power lines can be extremely dangerous: if there is no other alternative, landing in trees, in water, or on a small obstacle may be preferable to landing in power lines.
4. Sharp turns close to the ground can be equally dangerous, so it is important to identify power lines and steer clear of them while enough altitude remains to do so safely.
5. Procedure for landing in a power line:
 - a. Drop any ripcords.

- b. Pull both toggles to the halfway position, prepare for a hard landing, and turn your head to one side. (With a round reserve canopy, place your hands between the front and rear risers on each side.)
- c. Touch no more than one wire at a time.
- d. If suspended in the wires: the parachute can conduct electricity, so the power needs to be off before making contact with anyone or anything on the ground.

any obstacle landing

1. Remain still and keep your helmet on.
2. Prepare to drop the rest of the way to the ground at any moment.
3. Wait for competent, knowledgeable help (drop zone staff) for help in getting down.

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III. AFF PROCEDURES

B. AFTER DEPLOYMENT

1. Look for traffic (other canopies).
2. Follow “normal canopy flight procedure” practiced in first jump course.
3. If unable to locate primary landing area, follow the instructors to a safe landing area or steer to the nearest clear area for landing.

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SECTION 4—CATEGORY A: THE FIRST-JUMP COURSE... CONTINUED

CATEGORY A CANOPY DIVE FLOW

(also used for tandem students training to meet Category A objectives)

- Release brakes and fix routine opening problems.
- Look left, turn left.
- Look right, turn right.
- Flare.
- Check altitude, position, and traffic.
- Locate holding area, pattern “checkpoints,” and target.
- Remain in holding area until 1,000 feet.
- Follow pre-assigned pattern over landing area.
- Flare to land and PLF (solo students).

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category a quiz

11. Describe the procedure for a hard landing (parachute landing fall or PLF).

Student should demonstrate: feet and knees together, hands and elbows in, roll on landing.
(first-jump course outline)

Note to tandem students: Your instructor may teach you a modified PLF that is more appropriate for tandem equipment.

Illustration Notes:

“Illustration 4-A.1. The PLF position at touchdown” : use current 2006 SIM Category A Illustration 4-A.3.

Illustration 4-A.2 and 4-A.2 : see attached image files.

Attachment “C” – IRM Additions

Additions to IRM.

1. IRM Coach Section F 2: Any person may obtain a USPA Coach Rating by challenging the Coach Course and must meet all the prerequisites for the Coach rating.
2. IRM AFF Section F2: Any person may obtain a USPA AFF Rating by challenging the AFF Instructor Course and must meet all the prerequisites for the AFF rating.
3. IRM IAD/SL Section F2: Any person may obtain a USPA IAD/SL Rating by challenging the IAD/SL Course and must meet all the prerequisites for the IAD/SL rating.
4. IRM Tandem Section F2: Any person currently rated by an FAA approved Tandem Manufacturer may obtain a USPA Tandem Rating by challenging the Tandem Course and meeting all the prerequisites for the USPA Tandem Rating from current types.

Add the following:

Sec. Coach 1.F Challenging the Coach Course

1. For persons with a current non-USPA Coach rating or equivalent or expired USPA AFF rating
 - a. make at least one satisfactory USPA Coach Rating Course evaluation jump with a USPA Instructor or Instructor Examiner who has served as a USPA Coach Course Evaluator
 - b. assist in at least one complete first-jump course
 - c. attend a USPA rating renewal seminar
 - d. pass the Coach Course written exam with a score of at least 80%
2. For all others persons
 - a. Successfully conducted two satisfactory training sessions from the topics listed in the Coach Rating Course Evaluation outline.
 - b. Demonstrated the ability to teach the following topics from Categories F-H of the ISP.
 1. floater exit
 2. diver ext
 3. forward and dock
 4. fall rate
 5. tracking with awareness
 - c. Demonstrated the ability to conduct a satisfactory debriefing.
 - d. Correctly performed a pre-jump equipment check.
 - e. Successfully completed two air evaluations.
 - f. Pass the Coach Course written exam with a score of at least 80%

Add the following:

Sec. AFF 1.F Challenging the AFF Course

1. For persons with a current non-USPA AFF rating or expired USPA AFF rating
 - a. with an AFF course director acting as a student, satisfactorily conduct at least one complete AFF evaluation jump to include all jump preparation, supervision during the jump and debriefing.
 - b. pass the general instructor and AFF Course written exam with a score of at least 80%
2. For all others persons
 - a. Demonstrate competence to gear up and check a student
 - b. On practice release jumps using an AFF instructor as a student
 - i. 1. Stabilize an inverted student
 - ii. 2. Stop a spin
 - iii. 3. Deploy for a student
 - c. Complete one satisfactory Category C and one Category D ground preparation evaluation.
 - d. Complete three satisfactory air evaluations: Category C main side, category C reserve side, Category D (modified).
 - e. pass the general instructor and AFF Course written exam with a score of at least 80%

Add the following:

Sec. IAD/SL 1.F Challenging the IAD/SL Course

1. For persons with a current non-USPA IAD/SL rating or expired USPA IAD/SL rating
 - a. Satisfactorily conduct at least one complete student evaluation jump with a IAD/SL Course Director acting as a simulated student using the deployment method for which the candidate was rated, to include all jump preparation, supervision during the jump and debriefing.
 - b. Pass the IAD/SL Course written exam with a score of at least 80%

2. For all others persons
 - a. Demonstrate satisfactory knowledge of static line rigging procedures for both direct-bag and static line assist (static line only).
 - b. Demonstrate competence to gear up and check a student.
 - c. Demonstrate competence to spot for a student.
 - d. Receive personal instruction from a USPA IAD/SL instructor (per rating sought) on the following emergency areas:
 1. Aircraft
 2. Static line student in tow
 - e. Complete one satisfactory IAD/SL category B training evaluation.
 - f. Complete one satisfactory category D freefall and canopy training session and air evaluation.
 - g. Pass the IAD/SL Course written exam with a score of at least 80%
 - h. Conduct at least two IAD/SL jumps

Add the following:

Sec. Tandem 1.F Challenging the Tandem Course

1. For persons with a current non-USPA tandem rating of one of the current types recognized by USPA or with an expired USPA tandem rating:
 - a. Perform one solo jump on a tandem assembly
 - b. Perform at least one jump on a tandem assembly with a USPA Tandem Course Director acting as a student.
 - c. Pass the Tandem Course written exam with a score of at least 80%.
 - d. For transition training, the candidate must be trained according to the manufacturer's requirements.

2. For all other persons currently rated by an FAA Approved Tandem Manufacturer:
 - a. During tandem jumps, demonstrate the ability to perform all of the following:
 1. Establish and maintain stability throughout the jump.
 2. Recover from intentional, planned instability on exit.
 3. Heading control during tandem freefall and droguefall.
 - b. Earn a score of Satisfactory of all sections and subsections of the tandem in air skills and instructional evaluation form and the Training, Supervision, and Debriefing Evaluation Form.
 - c. Correctly and completely rig a simulated student for a tandem jump and complete a satisfactory prejump check of all associated systems.
 - d. Conduct five successful initial tandem evaluation jumps.
 - e. Correctly prepare and check a solo student's equipment including canopy selection, prior to rigging up.
 - f. Complete one satisfactory Category D freefall and canopy training sessions and air evaluation during a Tandem Instructor Rating Course.
 - g. Conduct five practice tandem jumps.
 - h. Pass the Tandem Course written exam with a score of at least 80%.