

# **ACHIEVEMENT SCHEME REVIEW COMMITTEE MEETING**

**13<sup>th</sup> December 2008**

## **Present**

Terry Rounce	Chairman
Peter Spurway	Member / PAS/SFAS Controller
Chris Bromley FSMAE	Member / BMFA Tech Sec
Dick Whitehead	Member
Bob Mahoney	Member
Mick Eames	Member
Andy Symons	Member
Linda Harding	Minute taker / Office Manager

## **List of contact/email/telephone/fax numbers**

Terry Rounce	terence.rounce@tesco.net	01706 477053
Des Farthing FSMAE	No email	01508 570736
Chris Bromley FSMAE	chris.bromley@virgin.net	01253 625080
Bob Mahoney	robert@rlmahoney.co.uk	01494 521838
Dick Whitehead	richard.whitehead@btinternet.com	01582 572999
Mick Eames	mick.eames@ntlworld.com	01582 723112
Peter Spurway	peter.spurway@ntlworld.com	01727 851223
John Harris	johnbrigitte@harris4005.fsnet.co.uk	01454 617357
Martin Godden	hlgflyer@hotmail.com	01372 805181
Andy Symons	secretary@na-bmfa.org	01924 400953
Nial Ball	sfcontroller@bmfawestern.org.uk	01373 301291
Ken McCormick	KWMcCormick@aol.com	01505 706300

The Chairman took this opportunity to thank ASRC members for staying on at the longer meetings. The Committee have got through a lot of work on behalf of the Society over the last year or two. He also added that he considered it a pleasure to work with such a cohesive.

### **1. Apologies**

Apologies were received from John Harris.

### **2. Correction and adoption of minutes of the 20<sup>th</sup> September 2008 meeting.**

There were no corrections.

### **Dick Whitehead proposed that the Minutes of the 20<sup>th</sup> September 2008 meeting be accepted as a true record of that meeting.**

Seconded by Bob Mahoney

Carried unanimously.

### 3. **Matters arising from the Minutes of the 20<sup>th</sup> September 2008 meeting.**

#### **Page 2**

- **Fourth paragraph, GTBA/JMA Code of Practice** – The Technical Secretary advised that he would be submitting the document to Full Council In January 2009.
- **Seventh paragraph, letter to Chief Examiners ref Jet qualification-**  
The PAS Controller reported that he had received a good response from his invitation to Chief Examiners to register their interest in becoming a Jet Qualified Chief Examiner.
- **Third paragraph from the bottom, concerns re Electric Powered models** – The issue was raised at the Safety Review Committee meeting in November. The outcome is that the Development Officer would be replying to BEFA and this Committee on the basis of the discussion at the SRC meeting. A report of the meeting is available.  
The Chairman said that we should now leave it in the hands of BEFA and the SRC.

The Technical Secretary said we are in a position now where we should be considering publishing advice in the Members Handbook that for anything other than small Electric models, a separate receiver battery should be used.

- **Final paragraph, Examiner Log Books** – The Office Manager advised that work is still in progress.

#### **Page 3**

- **First paragraph, testing day** - The Chairman asked Mick Eames if the commercial organisation that arranged the show earlier in the year which incorporated a testing day, contacted him to advise when the next one will take place as he would like an official invite.

The PAS Controller commented that we could use this as an opportunity to clarify the position with Examiners and Chief Examiners' Area of operation.

This came up when he first took over the position when he was admonished for testing outside his Area. It was discussed at that time that any Club Examiner could go wherever he was invited and act as a Club Examiner and this also applied to Chief Examiners that they could go anywhere and act as a Club Examiner.

It was mentioned recently that it does not necessarily follow that a Chief Examiner can act as a Club Examiner, which is different to his understanding of how he has interpreted it. He would like some guidance.

It was agreed the interpretation of wording in the handbook is ambiguous. A Chief Examiner leaves behind their Club Examiner status when they become a Chief Examiner.

**Chief Examiners / Club Examiners should make special note of the following.**

- Clubs that have Chief Examiners that operate within their own Area is between the Club and the Chief Examiner.
- When Club Examiner ratification forms are received in the office, Examiners listed who is also a Chief Examiner will not be registered as Club Examiner.
- If Chief Examiner loses status they are downgraded to 'B' in the interim until a Club ratifies them as a Club Examiner. If there is a significant gap they should be re-tested. It would be acceptable if a Club ratifies them within a couple of months.

This Committee has raised concern several times with testing overseas. When put to Council it has been deemed to be okay. Our advice to clubs is that they have the right to validate the certificate and check the flying ability meets the certificate standards.

This concluded matters arising.

**4. Correspondence**

**Email from Charlie Krajewski**

He raised an issue with regard to the Helicopter 'B' test and the Pilot's Pirouette. As a result of neck injuries he has restricted movement and finds it difficult to look over his shoulder, which is a requirement of this manoeuvre.

The advice of this Committee is to talk to the Examiner before the test and inform him that he has restricted movement and let him know what he can or cannot do.

**Email from Mark Christy**

He has concerns that the BMFA are trying to "dumb down" the Helicopter 'B' test.

The Committee is grateful to receive feedback however on this occasion they disagree with the comments. What does not seem to get across is that the 'B' Certificate is a personal achievement and it is pitched at CLUB level.

The Committee have no idea what is referred to in the final paragraph saying "and put the general public's health and safety before individuals selfish motives".

**Email from Dave Pacey**

The Chairman read out the email and the Committee felt some of the points raised were valid.

**Email from Adam Chambers**

The email was considered and discussed. It contained some interesting points.

**5. Matters arising from ASC meeting 25<sup>th</sup> October 2008.**

Alan Penn was invited to the meeting today however he was not able to attend.

In summary the Committee felt the Co-ordinators meeting was worthwhile. It opened up areas where they did show an ignorance of what went on and we were able to put them right. It also exposed to us that there are certain areas that they are vague on that we should have made sure they were not. We only need a Co-ordinators meeting from time to time, not annually. We need to find a way of encouraging more of them to the meeting.

The PAS Controller had prepared draft guidance notes for ASC's which was circulated.

A suggestion was made at the ASC meeting by Alan Penn that it might be a good idea from time to time to put the names and contacts of the Area Co-ordinators in the BMFA News so that everybody knew about them, who they were and how to get hold of them.

The consensus was this is a good idea and tasked the PAS Controller to place an official notice in BMFA News.

**Action: PAS Controller**

Andy Symons also suggested it might be worthwhile providing an FAQ for the Achievement Scheme in BMFA News. He was tasked with putting together a list of questions.

**Action: Andy Symons**

There was a suggestion at the ASC meeting that members of this Committee should be elected. The Technical Secretary explained that when you have a general purpose committee like the Councils or Technical Committees, you should be elected. However the normal democratic process of specific committees that are formed to do a specific job is appointments.

ASRC is a sub-committee of Council. It was formed to do a specific job and has very specific terms or reference. That sort of committee requires people to be appointed not elected.

The main thing to emanate from the meeting is the need for a guidance document for ASCs, which the PAS Controller is putting together. The Technical Secretary said what would be useful, based on the draft document, would be to split the document into specific sections i.e. Area Committee; Club Examiners; Chief Examiners etc. This will be progressed.

**Action: PAS Controller/Tech Sec**

\*\*\*\*\* A Copy of the final document will be appended to these minutes.  
**(APPENDIX A)**

**6. Heli 'A' and 'B' Guidance Booklet preparation for Jan 31<sup>st</sup> 2009 Area Council Meeting.**

The Technical Secretary had prepared the draft 'A' and 'B' Helicopter Guidance Booklets.

ASRC reviewed the booklets and agreed the changes required. The Technical Secretary would circulate the amended draft copies to ASRC members prior to submitting as proposals to Areas Council.

**7. Jet 'C'**

Ground handling should be covered in the JMA/GTBA document, which hopefully will be ratified by Full Council in January. We need to start looking at the manoeuvres for the test.

Andy Symons was tasked with making contact with a few prominent Jet flyers and looking into putting together a series of manoeuvres.

**Action: Andy Symons**

**8. Scale 'C'**

We have a concept already for the Scale with using the Scale Rule Book. We need to look at how that is judged and marked. We also have a concept that the person involved should know about the aircraft i.e. the history of it; markings etc. enough to justify that the candidate has done some research.

**9. AOB**

PAS Controller will take on board Silent Flight duties in the absence of Nial Ball and until such time a replacement is found.

The Committee discussed whether an existing Club Examiner or Chief Examiner could be automatically given Examiner status if they pass a 'B' test in another discipline; or reduce the time frame before taking the Examiner test in that discipline. We need to put it on hold and discuss it in more detail at a future meeting.

**10. The date of the next meeting was confirmed as Saturday 4<sup>th</sup> April 2009.**

Linda Harding  
Office Manager  
9<sup>th</sup> February 2009

<b>Circulation:</b>	ASRC Members	Development Officer
	Elected Officers	Chief Executive
	Area Council Members	Office Manager
	RCPTC Sec & Chair	Accounts Manager
	Scale TC Sec & Chair	Des Farthing FSMAE
	R/C SFTC Sec & Chair	All Area AS Co-ordinators
	All Chief Examiners	Roger Bellingham SM Area Chair

Welcome to your new role as area Achievement Scheme Coordinator (ASC). The document has been prepared to try and give you some advice as what is expected of you. Further information can be found in the Members Handbook, and that should be consulted in the first instance. If you have any query or question that remains unanswered, please do not hesitate to contact one of the National Scheme Controllers.

The duties may be summarised as follows:

- Act as a contact point for clubs wanting to appoint an Examiner or an Approved Instructor and arrange for a suitable Chief examiner/Instructor to test the candidates.
- Arrange an examiner for A & B tests where a club does not have it's own Examiners. Any Country Members should be assisted as well.
- Receive proposals for any new Area Chief Examiner and pass them on to the relevant National Scheme Controller. Consult with the NSC with regard to the candidates experience and present any comments to the area meeting for decision on the proposal.
- Act as a contact point for any out-of-area Chief Examiners for any acting within your area.
- Receive applications for C Certificate examinations and arrange suitably qualified Examiners.
- Receive written requests from clubs or Area requiring the retest of the holder of an A, B, C, E, or AI certificate and pass any such request to NSC.
- Collate reports from your Area Chief Examiners for presentation at the AGM, should they be unable to attend in person.
- Present own report on the achievement scheme activity to the Area AGM along with recommendations for re-ratification of ACE's.

All requests from clubs for the appointment of new Club Examiners must be submitted in writing to you. They must also accept that candidate as one of their Examiners should he be successful.

A point quite often queried is re-instating Examiners who have been removed, or become disfranchised for any reason. A common reason is not paying subscriptions in any one year. One of the two conditions for being a Club Examiner is that subs must be paid every year. The other is that ratification must be requested by at least one Club. In all cases a re-test will be required using an ACE of your choosing.

It may be worth looking into the reason why someone ceased to be an Examiner. Get in touch with someone from the last club. Quite often there will genuine reasons, on others there will be a history that it is useful to be aware of.

Quite often a Club will contact you to request assistance with Examiners. In these cases you should try and obtain the services of nearby Club Examiners. It is useful to be able to cover the subject of travelling expenses, i.e. whether the club are willing to pay them and if the Examiners require them.

Consider a request to your Area Committee, if funds are unavailable from any other source, this is especially so with respect to country members.

As ASC for your area you are the ideal person to advise the area whether you have sufficient ACE's for the volume of testing requests that you receive. There is a common misconception that certain individuals feel they are entitled to be a Chief Examiner for many reasons. To be an ACE is not an achievement in the literal sense of the word, but it is an appointment just like other jobs on the area committee. Obviously some are more suited than others. Whilst most area posts do not require qualifications, it is certainly not true of Chief Examiners.

Selecting the wrong individuals can have an adverse effect on the achievement scheme as a whole. Within the scheme, the ACE is one of the most, if not the most important one. As it is they who advise on the suitability of club Examiners and those Examiners in turn test the flyers for A's, and B's.

Generally a potential ACE must have had some years experience in taking B tests in the appropriate discipline. As he will have to test candidates for the post of Examiner, if he has no experience, how can he possibly be expected to complete the task.

ACE's from outside your area are not allowed to operate within your Area without reference to you. We try and encourage neighbouring ASC's to facilitate use of Chief Examiners in neighbouring areas for mutual benefit.

At the time of writing, only the C certificate for Aerobatics has been finalised. The test requirements are at least two Examiners one of which must be a Chief Examiner of the correct discipline.

As ASC you are responsible for ensuring any requests for re-tests are dealt with correctly. Advice from the appropriate NSC should be sought at an early stage as the circumstances surrounding the request may have previously been dealt with in another, more appropriate, manner.

As ACE's are non-voting members of the Area Committee they are obliged to submit an annual report for the AGM. If they fail to do so, the Committee may feel that they should not request ratification for the following year. These reports may obviously be given in person, but it is suggested that if these reports are submitted through the ASC, the ASC is better prepared to report on the activity within the Scheme. He also may present a synopsis within his own report.

As soon as the AGM is over, the NSC's would appreciate being informed who is required to be ratified for the following year. This is especially important for those whose ratification is not being sought. A copy of all ACE reports should be copied to NSC in any case.

Peter Spurway  
Controller RCPAS

**NOTES**