



PIA Technical Standard TS-116
Parachute Industry Association Publications
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RIGGING INCIDENT REPORT

Background:

The purpose of this report is to present a uniform way to document rigging incidents and track trends concerning problem riggers. This form is designed to be objective and can be used to notify the equipment owner, rigger and relevant organizations of problem riggers so that appropriate action may be taken.

A three level program has been developed so that every effort is made to resolve minor problems through education, remedial action and on an individual basis as suggested in **level 1**. If the problem is not resolved at the first level or the problem is more serious, then a **level 2** plan of action is provided, as stated below. If the attitude of the rigger is such that they are uncooperative or the nature of the problem is of such a serious and life threatening nature, then the **level 3** course of action as stated below is suggested.

In all cases accurate documentation is important, especially at a level 3 incident report.

The following is a description of the three levels.

Level 1 This level concerns minor rigging incidents that are not serious or life threatening. You should notify the rigger involved to explain what you have found and ask for their explanation of the problem. If a successful resolution of the problem is achieved no further action need be taken on your part. If there will be an expense to the owner of the equipment then they should be notified. They may want their equipment returned to the original rigger for corrective action.

Level 2 This level is for more serious problems that may be life threatening and include defective workmanship, disregard of the FARs (Or other Regulations) and repeat incidents. Not only should the rigger be notified, but the owner and the manufacture of the equipment should be notified for possible violations of the manufacturer's instructions and/or authorizations.

Level 3 This level is reserved for the most serious and life threatening incidents. The proper authority, such as the FAA, will be notified for official action. It must be remembered that once an official report is filed with the governing authority, they are obligated to investigate, issue a report and possibly take legal action against the rigger involved. Again, this level of action is reserved for the most serious incidents that are of a life threatening nature, show persistent recurrence of problems and/or an unrepentant attitude on the part of the rigger.

The following are suggested guidelines for the actual documentation of the report.

1. To best protect yourself it is suggested that as soon as a problem is identified, do the following:
 - A) Have an independent witness substantiate your findings, preferably another rigger.
 - B) Photograph the problem area, preferably with a camera that has a close-up lens. Make two copies of the photos, one to keep and one to submit with any report if that becomes necessary.
 - C) Video the problem area if possible. This is a very useful tool in the documentation process.
2. Check to see if the seal is intact or still attached to the ripcord pin. Do not throw it away as the packing data card may be missing or be illegible and the seal may be the only means of identifying the rigger involved.
3. Notify the rigger involved for their response. If possible, allow them the opportunity to examine the equipment. It is recommended that you have another rigger present at that time.
4. Notify the owner of the equipment and keep them informed. Let them know that the rigger involved was contacted and keep them informed of their response. Tell the owner what corrective action must be taken to return their equipment to service.
5. Decide on what further action needs to be taken by you and/or the owner of the equipment. Explain to the owner their options.

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This form provides you with a means to accurately document incidents which indicate uninformed, careless, negligent or unethical rigging practices. Fill out only those portions of the form that apply to you. Be accurate and include all the relevant facts and data necessary to substantiate your claims.

Please print clearly or type this report.

1. Date of Incident _____

2. Location of Incident _____

3. Name of Equipment Owner _____

4. Address _____

5. Harness/Container _____ Manufacturer _____

Serial Number _____ Date of Mfg. _____

6. Reserve Canopy _____ Manufacturer _____

Serial Number _____ Date of Mfg. _____

7. Main Canopy _____ Manufacturer _____

Serial Number _____ Date of Mfg. _____

8. AAD _____ Manufacturer _____

Serial Number _____ Date of Mfg. _____

9. Description of problem. Attach additional sheets, if necessary. _____

10. Was another rigger(s) notified? Yes _____ No _____ If more than one person was notified, attach separate sheets, if necessary.

Name _____ Date _____

Address _____

Telephone Number _____ Fax _____ E-Mail _____

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11. Were Photos Taken? Yes _____ No _____ Name of Photographer _____

12. Was Video Taken? Yes _____ No _____ Name of Cameraman _____

13. Was Manufacturer Notified? Yes _____ No _____

14. Name of Rigger(s) Involved _____

(Use back of form if necessary)

Certificate Number _____ Seal Symbol _____

Address _____

Telephone Number _____ Fax _____ E-Mail _____

15. Was FAA Form 8010-4 (Malfunction and Defect Report Filed? Yes _____ No _____
(Or the equivalent form in your country)

16. Was a Safety Violation Filed with the FAA? Yes _____ No _____
(Or the equivalent with your country)

17. Name of Official and their Agency (FAA etc.) that was Notified _____

Telephone Number _____ Fax _____ E-Mail _____

Date of Response _____ Is a Copy of Their Report Attached?

Yes _____ No _____

18. Name of Person Filing This Report _____

Certificate Number _____ Seal Symbol _____

Address _____

Telephone Number _____ Fax _____ E-Mail _____

Signature _____ Date _____