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Processing Fee \$50  
Includes digital ID card  
Hard copy rating card \$15

## Tandem Instructor Re-Certification Form

This box must be filled in by computer

\$15 for card

Full Legal Name \_\_\_\_\_

Name to appear on card First \_\_\_\_\_ Last \_\_\_\_\_ Age \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Country \_\_\_\_\_

E-Mail \_\_\_\_\_

Phone \_\_\_\_\_ Date of First Jump \_\_\_\_\_ Number of Jumps \_\_\_\_\_

Instructional Rating(s) *(please attach copy)* \_\_\_\_\_  Current  Expired

USPA D-License/Equivalent *(please attach copy)* \_\_\_\_\_ Membership # \_\_\_\_\_

FAA Medical Certificate # *(please attach copy)* \_\_\_\_\_ Home Drop Zone \_\_\_\_\_  
Foreign or Military equivalent accepted

Sigma Tandem Jumps \_\_\_\_\_ Sigma Tandem Jumps in the Last Year \_\_\_\_\_ Sigma owned \_\_\_\_\_

I certify that all statements in this application are correct to the best of my knowledge.

X \_\_\_\_\_  
*Tandem Instructor's Signature* *Date*

### Re-Certification requirements:

1. Completed 25 tandems on a Vector or Sigma tandem system in the preceding 365 days
2. Current USPA member or foreign equivalent
3. Current medical and must be submitted with this application
4. Completed review of Emergency Procedure in the preceding 90 days

*"I certify that I have personally checked the applicant's logbook(s) and found documentation that the applicant has met all applicable requirements."*

Above renewal requirements verified by (please print) \_\_\_\_\_

Verifying official's title (please circle one)      UPT Examiner      UPT System Owner

X \_\_\_\_\_  
*Verifying Official's Signature* *Date*

### APPLICANT CANNOT ENDORSE SELF

**Endorsing Signature** *(This must be signed by an uninsured United Parachute Technologies, LLC Tandem Vector or Sigma Examiner or System Owner)*

# SIGMA TANDEM INSTRUCTOR & EXAMINER RE-CERTIFICATION

## ANNUAL RENEWAL PROCEDURES

Sigma Tandem Instructor Ratings must be renewed annually. To apply for renewal, **you must have made at least 25 tandem jumps within the preceding 365 days, and review emergency procedures within the preceding 90 days.** It is mandatory to review the Sigma Tandem Standard Operating Procedures (SOPs) and Emergency Procedures (EPs) located in the Sigma Manual prior to making any currency jumps. This information should be reviewed every 90 days whether you are current or getting recurrent. (Annual Renewal with UPT is highly encouraged, though optional if current with USPA or foreign equivalent) Once these requirements are met, please:

1. Have your jump requirements verified (via logbook) and have the appropriate Tandem Instructor or Examiner Renewal form signed by either an uninsured United Parachute Technologies, LLC Sigma Tandem Examiner or Sigma Tandem owner.
2. Send the form, along with a photocopy of your FAA Medical Certificate (or equivalent), a photocopy of your USPA instructional ratings (or equivalent) to uninsured United Parachute Technologies, LLC. at [sheryl@uptvector.com](mailto:sheryl@uptvector.com). A payment link will be sent by email once the application is approved.

**Note:** A 1<sup>st</sup> class medical certificate must be renewed every six months. A 2<sup>nd</sup> class medical certificate must be renewed once a year. A 3<sup>rd</sup> class medical certificates expire every five years if it was issued before the certificate holder turned 40 years old. If the certificate holder was 40 years of age or older at the time of issue, the certificate expires every 2 years. Expirations occur at the end of the calendar month that the certificate was issued. **Make sure you send a copy of a CURRENT medical certificate or currently approved medical certificate of physical fitness for skydiving.**

We recommend making copies for your records in case this form is lost in the mail. Please contact uninsured United Parachute Technologies, LLC if you have not received your renewal license or a response within four weeks. Any tandem jump you make while not currently rated with uninsured United Parachute Technologies, LLC is in violation of federal law and is subject to a maximum fine of \$1000.00 per incident. If you have not received your Sigma Tandem Instructor Card within 30 days of form submission, you are not considered current, and are not authorized to use the Sigma Tandem system.

## CURRENCY TRAINING

Currency Training consists of a minimum of one (1) solo jump with the tandem system, and one (1) tandem jump with an experienced jumper acting as a student/passenger. The experienced jumper must first be briefed on how to respond to tandem emergencies. In addition, each experienced skydiver acting as passenger must watch the Sigma Waiver video and fill out a Waiver. Passenger emergency handles may be used. During the jump the applicant must make a stable exit from at least 7,500 feet, with drogue deployment within ten (10) seconds, and have an open main canopy by 4,500 feet. The applicant must demonstrate the ability to control heading during drogue-fall by making at least one 360-degree turn and perform practice pulls to all operating handles. Landing must be a stand-up (wind permitting) within 150 feet of target. These two jumps must be witnessed and signed off by an uninsured United Parachute Technologies, LLC Sigma Instructor Examiner or Sigma Owner. If you are an owner or examiner you cannot sign for yourself.

## SOLO JUMP PROCEDURES

Review operation of the complete tandem system. Remember, you can experience every possible tandem malfunction made except student interference, so be prepared. Exit the aircraft, get stable, then deploy the drogue. Perform handles checks, starting with visually inspecting drogue inflation over your right shoulder. Then proceed on to physically touching each handle as prescribed in the Sigma Manual. Once that is complete, continue with practice pulls of the main deployment handles. This jump is intended to familiarize you with the system and how it operates. Do not combine this jump with any other skydiving discipline, i.e., "RW," etc.

## **CURRENCY REQUIREMENTS**

In addition to yearly recertification, Sigma Instructors are expected to maintain currency during the year by covering all tandem emergencies while in a hanging-harness simulating canopy emergencies, and/or while wearing a Sigma tandem system (standing on the ground, attached to a simulated student) while simulating drogue and aircraft emergencies.

1. If any currently rated Tandem Instructor has not made a Sigma tandem jump in the preceding 90 days, they must make a minimum of one satisfactory Sigma tandem jump with an experienced jumper acting as a student prior to jumping with actual students.
2. If any currently rated Tandem Instructor has not made a tandem jump within the last 180 days, they must complete Recurrency Training before jumping with actual students.
3. If any rated Sigma Instructor has not made a tandem jump in the preceding **two years**, they must attend a complete Sigma tandem training course covering the classroom/ground school (SOPs and EPs) and make a minimum of three satisfactory re-certification jumps. These jumps can be found on the Tandem Cross Training Certification Form and are to be with a currently rated tandem instructor acting as student under the supervision of an examiner.

## **RENEWAL CHECKLIST - Please initial each line after reading.**

I agree to conform to all the Sigma Tandem Standard Operating Procedures (SOPs) and Emergency Procedures (EPs).

Int. \_\_\_\_\_

I agree to perform handles checks in the manner prescribed by the Sigma Manual on every tandem jump that I make using the Sigma Tandem system.

Int. \_\_\_\_\_

I agree to forfeit my UPT and USPA tandem instructor rating through either suspension or revocation of rating if I am found to have violated the SOPs and EPs of the Sigma tandem system.

Int. \_\_\_\_\_

I have read the Sigma Manual and am fully knowledgeable of the system SOPs and EPs.

Int. \_\_\_\_\_

I will fill out the Annual Sigma Handcam Safety Checklist Document and submit to UPT prior to using handcam on Sigma Tandem Jumps. (can be emailed by instructor directly to sheryl@uptvector.com)

Int. \_\_\_\_\_

***Processing can take up to TWO WEEKS. Please plan accordingly.***

Above renewal requirements met by (please print) \_\_\_\_\_

X \_\_\_\_\_

*Signature of Sigma Instructor*

\_\_\_\_\_ *Date*



## Annual Sigma Tandem Hand Camera (Handcam) Safety Checklist

- **I do not intend to use Handcam** (If my use of Handcam changes, I will submit this document, fully filled out by email to sheryl@uptvector.com before I begin to use Handcam on tandem jumps.)
  - 1) Int. \_\_\_\_\_  
**(If number one (1) was initialed and you do not intend to use a handcam, proceed to the bottom for signature)**
- I have read and will comply with the Minimum Requirements for performing Handcam tandem jumps (page 2).
  - 2) Int. \_\_\_\_\_
- I am a current Sigma tandem instructor. (If NO, get recurrent on Sigma tandem FIRST).
  - 3) Int. \_\_\_\_\_
- I have successfully demonstrated emergency procedures on the ground (or in a hanging harness) wearing the Handcam set up that I am using while attached to a simulated student.
  - 4) Int. \_\_\_\_\_
- I am aware that conducting systems handle checks is **REQUIRED** on every tandem skydive that I make, including any tandem skydiving wearing a Handcam set up.
  - The system check consists of:
    - Visually Inspect Drogue inflation after drogue set over right shoulder.
    - Physically touch the left main drogue release.
    - Physically touch the right main drogue release.
    - Physically touch and observe the cutaway handle.
    - Physically touch and observe the reserve handle.
    - Physically touch and observe the RSL.
  - 5) Int. \_\_\_\_\_
- I am aware that failure to conduct system handles checks in this order, on Sigma tandem jumps is grounds for immediate tandem rating suspension and/or revocation.
  - 6) Int. \_\_\_\_\_
- I am aware that placing my Handcam arm in a position that a tandem student can grab it creates an increased potential risk of student interference.
  - 7) Int. \_\_\_\_\_
- I have reviewed, and I am current on student interference Emergency Procedures.
  - 8) Int. \_\_\_\_\_
- I will not use any extendable pole mechanism on my head or hand camera set up.
  - 9) Int. \_\_\_\_\_
- I will complete my emergency procedures, to include activation of the reserve handle on every EP scenario, regardless of whether I am wearing a Handcam assembly or not.
  - The attempt to film emergency procedures with left arm extended, instead of using left arm to perform emergency procedures, has led to multiple out of sequence EP scenarios.
  - 10) Int. \_\_\_\_\_

**Print Name** \_\_\_\_\_ confirm if using Handcam (circle one) YES / NO

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**(This form is only valid for 12 months from the signature date on form)**

# The Minimum Requirement to Perform Handcam Tandem Jumps

Due to the potential for distraction and the added complexity during hookup and exit, the minimum recommendations for Sigma instructors who wish to use a handcam setup are:

- If it's the first time using a handcam, an absolute minimum of 200 post probation tandem skydives or has attended an approved handcam training program by an examiner. Questions regarding approved programs should be referred to the current UPT Tandem Program Director
- Sigma Tandem currency (the first jump back after a seasonal layoff should NOT be a Handcam jump.)
- The TI should demonstrate emergency procedures with the Handcam with a simulated student attached and full gear on the ground, or in a hanging harness.
- Before taking a student using Handcam, the instructor should make 2 jumps with a currently rated Tandem Instructor to feel how it affects flying and to be comfortable with the operation of the camera.
- Complete the Annual Sigma Handcam Safety Checklist form

**These requirements are the absolute minimum, the instructor should make as many practices jumps as needed to build a safe level of proficiency.**

## ***The necessary mindset for performing Handcam tandems:***

Any instructor performing handcam video on a tandem should realize that they are a **tandem instructor first**, and a videographer a "distant" second. The video should be the very last priority on the tandem skydive.

**“A bad video of a good skydive is preferable to a good video of a bad skydive.”**

From in-aircraft hookup procedures, through the exit, the freefall and the parachute ride, full attention should be given to the tandem skydive and the video should only be interwoven into established procedures.

The instructor should also remember that it is the student's video. They want to see themselves in it, not the instructor goofing around and grandstanding for the entire freefall.

Signature \_\_\_\_\_

Date \_\_\_\_\_

(This form must be filled out and signed whether you plan to use a hand cam or not for all renewals)