

COUNCIL OF NORTHERN CAVING CLUBS

British Caving Association

CNCC Anchor Scheme: 5th October 2019

Version 2: Superseding version 1 issued 19th May 2017

At the Council of Northern Caving Clubs (CNCC) Annual General Meeting on the 11th March 2017 the CNCC membership agreed to create and run an anchor scheme in our region. The aim of this scheme is to encourage and support the controlled installation of resin anchors in caves to improve safety. This scheme is owned by the CNCC and facilitated on behalf of the CNCC by an Anchor Coordinator.

No individual may profit from anchor installation under the CNCC scheme.

The Anchor Coordinator will be considered a co-opted Officer position, and the individual will be appointed annually by the CNCC Committee and will report to the CNCC Committee.

Roles of the CNCC Anchor Coordinator include:

- Serving as an initial point of contact for all aspects of CNCC anchor installation
- Distribution of anchors only to trained installers and only for CNCC approved projects
- Keeping records of CNCC anchor installations for each project, including:
 - Location and date of each placement
 - Type of anchor used and unique identifier numbers/batch details
 - Resin type and batch number
 - Name of installer
- Ensuring records are passed onto BCA E&T Committee
- Ensuring compliance with this policy

Other functions related to anchors (including training of new installers, installation, monitoring reports of loose anchors, decisions of where new anchors should be installed and who should be trained, and matters related to equipment and techniques) may be delegated appropriately.

The wording over the following pages presents the BCA anchor policy document. Throughout this document, responses *(shown indented and in red/italics text)* have been added to detail how the CNCC anchor policy will aim to achieve compliance with that section of the BCA anchor policy.

British Caving Association: Equipment and Techniques Committee

Association scheme for the placement of designated anchors ('Anchor Policy')

1. Scope

This scheme shall cover the use of designated anchors for any purpose, including for ladder and line, SRT and other fixed aids. It does not cover, prohibit or endorse the use of any other type of anchors for the same purposes.

2. Selection of designated anchor systems

From time to time, the Equipment & Techniques (E&T) Committee shall make recommendations on the choice of designated anchor system to be placed for various purposes in UK caves and mines.

Regional Councils shall be free to use alternative anchors, but they must take responsibility for gathering the evidence required to demonstrate the safety of any system which they choose.

The results of any tests shall be reported to the E&T Committee.

The CNCC anchor scheme shall use the IC anchor, which was adopted by the BCA E&T Committee on 15th March 2015 and any other anchors that come in to subsequent use providing they are agreed by the CNCC Committee and fulfil the requirements above.

3. Funding

BCA will reimburse Regional Councils' expenses necessarily incurred in the placing of designated anchors in their region.

Applications for re-imbursement of expenses must be made via the E&T Committee.

In general, the E&T Committee will fund the direct costs of placing designated anchors, i.e. the purchase of designated anchors, resin, drills and similar equipment, travel, training and other directly related expenses.

From time to time, the E&T Committee may commit funds in support of testing programmes and other activities undertaken by Regional Councils and others on its behalf.

Reimbursements for anchor expenditure should be submitted by the individual or organisation incurring the expense to the CNCC Treasurer. The CNCC will reimburse all reasonable costs incurred by trained installers including anchors (if not supplied by CNCC), resin, drill bits, other consumables, travel expenses and caving hut accommodation costs. Other costs may be considered on a case by case basis but should be discussed in advance of incurring those costs. The CNCC will reclaim costs from the BCA where possible.

4. Location and use of designated anchors

Regional Councils shall establish a procedure to consider and approve the choice of locations for the placing of designated anchors within their regions.

The CNCC Committee will approve all anchor placements under the CNCC anchor scheme prior to the work being carried out. This should ideally be via a Committee meeting but in the event the timing doesn't work then this can be achieved by email correspondence.

5. Training of installers

Regional Councils shall ensure that all persons placing designated anchors on their behalf are appropriately trained and experienced to ensure that:

- Designated anchors are placed in accordance with the manufacturer's instructions;
- The choice of location of the designated anchor is appropriate for the caving techniques it is expected to support;
- The persons placing the designated anchor are able to ensure their own safety while placing the designated anchor;
- Records of the placement are made in accordance with this scheme.

Regional Councils shall maintain a list of persons authorized to place designated anchors on their behalf within their region. Those persons shall be Individual Members of BCA.

The list shall be reviewed annually with a view to deleting from the list persons who have insufficient recent training or experience in designated anchor placement or are no longer Members of BCA.

A list of approved installers, who have been trained by a BCA approved trainer will be maintained by the CNCC. Only these approved installers may install anchors under the CNCC anchor scheme. Note that training may be specific to one anchor type.

Regional Councils shall take responsibility for the training of persons who will be authorized to place designated anchors on their behalf. The delivery of training and assessment will be undertaken by individuals authorized by the E&T Committee.

All CNCC anchor installers will have been trained by a BCA-approved trainer.

Training shall be undertaken in an organized manner against a written syllabus which shall be supplied to the E&T Committee.

A written syllabus for the training on the installation of IC anchors has been provided to the BCA E&T. If any other types of anchor emerge for use in the CNCC scheme, the syllabus will be reviewed for suitability with these new anchors or an alternative syllabus supplied.

The E&T Committee shall regularly review the information at its disposal and inform Regional Councils of any identified need for retraining or changes in procedure.

6. Record keeping and reporting

Regional Councils shall establish a procedure for recording the details of designated anchor placements, including at least:

- The location of the designated anchor;
- Who placed it;
- When it was placed;
- The type of designated anchor; and
- Batch and/or serial numbers of the designated anchor and resin.

Records shall be kept by the Regional Council and a copy shall be given to the E&T Committee.

The Anchor Coordinator will keep records of what anchors (by serial number) are handed out. Anchors will only be handed out for a project approved by the CNCC Committee and only to trained installers. Installers must supply records (as outlined above) to the CNCC Anchor Coordinator, and either the installer or Anchor Coordinator must ensure these records are passed onto the BCA E&T Standing Committee.

7. Inspection of designated anchors and reporting of defects

Cavers using anchors shall be responsible for checking each anchor prior to use on each and every occasion.

The CNCC website contains pages relating to fixed aids including anchors. Here (and elsewhere) cavers are reminded that they must inspect every anchor prior to use and to never use an unsatisfactory anchor. Guidance on the safe use of anchors is also provided.

Designated anchors placed under this scheme shall not be subjected to regular periodic inspection.

Regional Councils must have in place a reporting mechanism which permits cavers to report unsatisfactory designated anchors. The mechanism must be publicized so that it is widely known about and easy to use.

Regional Councils shall investigate reports of unsatisfactory designated anchors within a reasonable time period and shall take action to decommission and/or replace any designated anchors which are found to be unsafe.

The CNCC website contains a 'report defective anchor' function which submits a report to the CNCC Officer team to alert them to possible unsatisfactory designated anchors. This is well publicised and widely used. The reports will be retained electronically and examined periodically to identify trends or areas for concern.

Regional Councils shall provide a report on each such investigation to the E&T Committee.

This will be performed as required.