



Council of Southern Caving Clubs

A constituent member of the British Caving Association

Anchor Management (Installation, Testing, Defect Reporting) Procedure


Document Type: **Procedure**

Document Number: **CSCC-EQ-PR-1001**

Document Author: **Faye Litherland**


This document contains proprietary information belonging to the Council of Southern Caving Clubs and shall be used only for the purpose for which it was supplied. It shall not be copied, reproduced or otherwise used, nor shall such information be furnished in whole or in part to others, except in accordance with the terms of any agreement under which it was supplied or with the prior written consent of the Council of Southern Caving Clubs and shall be returned upon request.

ISSUE	DATE	DESCRIPTION	BY	CHECKED	APPROVED
2	25 May 2010	Updated following officers comments	FDAL		
1	21 April 2010	First Issue	FDAL		

FILE NAME CSCC-EQ-PR-1001 Rev 2 Anchor Management Procedure	 Council of Southern Caving Clubs <small>A constituent member of the British Caving Association</small>	PAGE 1 of 6	ISSUE 2	DOCUMENT No. CSCC-EQ-PR-1001
--	--	-----------------------	-------------------	--

CONTENTS

	Page
1 PURPOSE	3
2 INTRODUCTION	3
3 ANCHOR MANAGEMENT	3
3.1 New Anchor Request	3
3.2 New Anchor Placement	3
3.3 Recording of Anchor Placements	4
3.4 Anchor Testing	4
3.5 Defective Anchor Reporting	4
APPENDIX 1	5
APPENDIX 2	6

FILE NAME CSCC-EQ-PR-1001 Rev 2 Anchor Management Procedure	 Council of Southern Caving Clubs <small>A constituent member of the British Caving Association</small>	PAGE 2 of 6	ISSUE 2	DOCUMENT No. CSCC-EQ-PR-1001
---	---	-----------------------	-------------------	--

1 Purpose

This document forms part of a suite of documents to manage the CSCC Anchor Placement Scheme. There are three documents in the pack.

CSCC-EQ-GN-1001 Anchor Placement & Installation Guidance

CSCC-EQ-GN-1002 Anchor Inspection & Usage

CSCC-EQ-PR-1001 Anchor Management (Installation, Testing, Defect Reporting) Procedure

These documents are designed to work together. It is important that anyone using or installing anchors familiarises themselves with the contents of these documents.

All of the above documents shall be available on the CSCC Website.

2 Introduction

This document describes the measures to be taken to manage the placement, inspection and remedial testing of anchors using in caving.

3 Anchor Management

3.1 New Anchor Request

A request for a new anchor may be made by any caver by submitting a New Anchor Request form (Appendix 1). The person requesting the new anchor(s) should provide as much information as possible to allow the CSCC to reach an appropriate decision. The inclusion of supplementary sheets showing proposed rigging topo's, photographs of the area and any other relevant information is encouraged and whilst not essential may speed the approval process.

The "New Anchor Request Form" shall be available on the CSCC Website.


3.2 New Anchor Placement

Following approval by the CSCC for placement of a new anchor(s), a person will be nominated by the CSCC Equipment Officer to install the anchors.

The nominated installer shall be competent in the techniques that the anchor installation is intended to be used for (for example, any person installing anchors for SRT shall be competent in SRT rigging). It is recommended that the nominated installer should also have attended a CSCC anchor placing demonstration (resin and mechanical) and have the first anchor of each type they install supervised by an experienced installer nominated by the CSCC Equipment Officer.

It is good practice for the position of the anchors to be agreed by a minimum of two people experienced in the techniques for which the anchors are to be used. This gives a consensus allowing factors such as proposed usage, rescue, and stability of a remaining anchor following failure of any one anchor are to be taken into account when deciding anchor positions.

The nominated installer shall install the anchors with reference to document CSCC-EQ-GN-1001 Anchor Placement & Installation Guidance, complete the Anchor Installation Sheet (Appendix 2) and return it to the CSCC Equipment Officer.

FILE NAME CSCC-EQ-PR-1001 Rev 2 Anchor Management Procedure	 Council of Southern Caving Clubs <small>A constituent member of the British Caving Association</small>	PAGE 3 of 6	ISSUE 2	DOCUMENT No. CSCC-EQ-PR-1001
--	--	-----------------------	-------------------	--

The CSCC Equipment Officer shall update CSCC records and close the sheet.

The Anchor Installation Sheet shall be retained in a secure manner for the life of the anchor.

3.3 Recording of Anchor Placements

All anchors which are part of the CSCC Anchor Placement Scheme shall be listed in the CSCC website.

3.4 Anchor Testing

BCA Statement on the testing of anchors:

“In 2006 following the intensive testing with Hydrajaws test equipment of over 300 anchors, some of which had been in position for fifteen years, the BCA Equipment & Techniques Committee decided that, as there had not been a single failure, routine testing of all anchors situated in caves was unnecessary and time consuming. There was also the concern that subjecting an anchor to repeated proof testing may eventually be detrimental to its strength. It was decided that all future proof testing will be conducted on test beds situated in the various regions.”

The CSCC does not carry out any routine inspection or testing of bolts within the CSCC Anchor Placement Scheme. This policy is in line with the BCA statement on the testing of anchors.

Further, the CSCC view is that:

Individual cavers should satisfy themselves that the anchors they are proposing to use are safe. Guidance is given on the checks which should be made prior to use in document CSCC-EQ-GN-1002 Anchor Inspection & Usage.

3.5 Defective Anchor Reporting

Defective anchors shall be reported by cavers to the CSCC Equipment Officer using the Defective Anchor Log Sheet included, as Appendix 1 of document CSCC-EQ-GN-1002 Anchor Inspection & Usage.

On receipt, the CSCC Equipment Officer shall update the CSCC website to state that the anchor is reported defective and under investigation. Notice of the investigation shall be sent to all member clubs by email.


A person shall be appointed by the CSCC Equipment Officer to inspect the anchor with reference to section 2.1 of document CSCC-EQ-GN-1002 Anchor Inspection & Usage. This inspection shall be carried out as soon as is reasonably practicable.

If the anchor is found by the appointed person to be defective, a label shall be immediately attached to it stating DEFECTIVE DO NOT USE - CSCC INFORMED and the date.

The CSCC Equipment Officer shall agree remedial action with the appointed person and other knowledgeable parties, as they consider necessary, and ensure that the proposed action is completed in a timely manner.

The CSCC Equipment Officer shall then update the CSCC records and website and close the sheet. Notice of the remedial action shall be sent to all member clubs by email.

The Defective Anchor Log Sheet shall be retained in a secure manner for the life of the anchor.

FILE NAME CSCC-EQ-PR-1001 Rev 2 Anchor Management Procedure	 <p style="text-align: center;">Council of Southern Caving Clubs</p> <p style="text-align: center;"><small>A constituent member of the British Caving Association</small></p>	PAGE <p style="text-align: center;">4 of 6</p>	ISSUE <p style="text-align: center;">2</p>	DOCUMENT No. <p style="text-align: center;">CSCC-EQ-PR-1001</p>
---	---	--	--	---

Appendix 1

NEW ANCHOR REQUEST SHEET

This sheet must be forwarded to the CSCC Equipment Officer. Please use a separate sheet for each new anchor group.

Area of Country		Name of Cave/Mine	
Name of Person Requesting Anchor(s)			
Name of Member Club			
Contact Telephone Number			
Contact Email Address			
Date Requested			
Position of Requested Anchor(s)			
Purpose of Anchors	Handline / Ladder & Lifeline / SRT "Y" hang / SRT Traverse Line / SRT Deviation / SRT Reelay / Other (give details)		
Justification for Request			

CSCC Equipment Officer (CSCC Use Only)

Decision	Approved / Declined	Date	
Reason for Decision			

CSCC Nominated Installer (CSCC Use Only)

Name		Date of Installation	
Anchor Installation Sheet Reference Number			

CSCC Equipment Officer (CSCC Use Only)

Date Records Updated	
Print Name	
Signature	

Appendix 2

Sheet Reference Number	
------------------------	--

ANCHOR INSTALLATION SHEET

This sheet must be forwarded to the CSCC Equipment Officer. Please use a separate sheet for each new anchor group.

Area of Country		Name of Cave/Mine	
Name of Person Installing Anchor(s)			
BCA Membership Number		Signature	
Name of Person Verifying Anchor Placement			
BCA Membership Number		Signature	

Date Installed	
Position of Anchor(s)	
Purpose of Anchors	Handline / Ladder & Lifeline / SRT "Y" hang / SRT Traverse Line / SRT Deviation / SRT Rebelay / Other (give details)
Number of Anchors Installed	
Anchor Type & Manufacturer	
Anchor Batch Number	
Resin Batch Number	
Comments	

CSCC Equipment Officer (CSCC Use Only)

Date Records Updated	
Print Name	
Signature	