

Red River Harley Davidson



H.O.G. Chapter

Road Captain
Guide

Revised January 25, 2012

Preface:

Road Captains are discretionary officers as defined in the National Charter for Harley Owners Group. The official duties and responsibilities of the Road Captain shall include leading, assisting, planning and organizing open and closed Red River H.O.G. rides.

Objective:

This form is designed to act as a reference guide for the Road Captain objectives, responsibilities, ride position descriptions and on-going improvements. Please remember we are volunteers committed to the safety and enjoyment of the Red River H.O.G. chapter during rides.

Responsibilities:

- Be proactive
- Plan and pre-ride the route
- Meet and communicate before and during the ride
- Be a positive, enthusiastic and helpful mentor to new riders
- Create a safe and fun environment
- Look through the eyes of all riders, new and experienced
- Understand that there are different riding styles

Road Captain Qualifications:**Pre-requisites:**

- Valid Texas drivers license with motorcycle endorsement
- Be active in both National H.O.G. and the local chapter
- Current and valid motorcycle insurance

Proficiencies:

- Complete a MSF Experienced Rider course every 48 months*
- Plan and lead 1 rides per year (50 miles or more)(May thru Oct)
- Attend at least 50% of Chapter meetings and Road Captain meetings
- Complete the MSF Guide to Group Riding course
- Maintain current CPR and First Aid

It is understood that the position of Road Captain is a volunteer position and that all of us have families and personal lives apart from the Red River H.O.G. chapter. There may come a point when you cannot fulfill the above requirements. This will never be viewed as a reflection of your commitment to the position of Road Captain or the chapter.

Head Road Captain

Rope Color:

Red

Objective:

In conjunction with the Chapter Primary Officers, ensure the Chapter has an adequate number of qualified Road Captains to provide a safe and enjoyable riding environment. Provide leadership and direction to all Road Captains. Maintain open communication with all Road Captains and other Chapter Officers.

Responsibilities:

Screen all Road Captain applicants for minimum requirements. In conjunction with all Road Captains, evaluate the riding abilities, mental, physical and emotional aptitude of each candidate for Road Captain. Nominate Road Captains. Develop and maintain adequate training tools for all Road Captains. Attend Primary Officers meetings, providing input into future rides and events.

Road Captain

Rope Color:

Gold

Objective:

The objective of every Road Captain is to lead, assist, plan and organize open and closed Red River H.O.G. Chapter rides. Road Captains also mentor/ Train the Assistant Road Captains.

Before the Ride:

The Road Captains should arrive at the leave location, fully fueled, at least 30 minutes prior to departure. Each Road Captain should be well rested, familiar with the intended destination, knowledgeable of the city roadways and the possible route, attend and actively participate in the pre-ride discussion with the Lead Road Captain, be experienced in the duties of each Road Captain position, and be prepared for any emergency encountered on the ride.

During the Ride:

Perform the duties of the position to the best of their ability while ensuring the safety and welfare of every individual within the group, as well as any surrounding motorists and/or pedestrians. Follow the directions of the Lead, unless those instructions place you or any member of the group in an unsafe position.

Maintain a "Safety First" attitude at all times.

After the Ride:

Contribute to the continual improvement of all future rides and the effectiveness of the Road Captains by communicating with either the Lead or Head Road Captain.

Performance Appraisals:

Performance appraisal is an important tool for the continual improvement of each Road Captain as individuals and team participants. It is an on-going process with appraisals occurring at annual nominations and based on individual participation.

Assistant Road Captain

Rope Color:

None

Objective:

The objective of every Assistant Road Captain is to lead, assist, plan and organize open and closed Red River H.O.G. Chapter rides under the supervision of a qualified Road Captain.

Before the Ride:

The Assistant Road Captains should arrive at the leave location, fully fueled, at least 30 minutes prior to departure. Each Assistant Road Captain should be well rested, familiar with the intended destination, knowledgeable of the city roadways and the possible route, attend and actively participate in the pre-ride discussion with the Lead Road Captain, be experienced in the duties of each Road Captain position, and be prepared for any emergency encountered on the ride.

During the Ride:

Perform the duties of the position to the best of their ability while ensuring the safety and welfare of every individual within the group, as well as any surrounding motorists and/or pedestrians.

Follow the directions of the Lead, unless those instructions place you or any member of the group in an unsafe position. Maintain a "Safety First" attitude at all times.

After the Ride:

Contribute to the continual improvement of all future rides and the effectiveness of the Road Captains by communicating with either the Lead or Head Road Captain.

Performance Appraisals:

Performance appraisal is an important tool for the continual improvement of each Road Captain as individuals and as team participants. It is an on-going process with appraisals occurring at annual nominations and based on individual participation.

Ride Positions

Lead

Riding Position:

The Lead is positioned at the front of the group on the left side. This position is maintained for the duration of the ride.

Specific Objectives:

1. Lead the group to and from the designated destination.
2. Manage all aspects of the ride.
3. Give direction to all Road Captains in order to maintain a safe and enjoyable ride for everyone.
4. Utilize the Road Captains to anticipate, and adjust accordingly, all adverse changes in traffic, roadways, weather and the individuals of the group.
5. Effectively communicate your intentions to the group with the use of standard hand signals.

Specific Responsibilities:

1. Pre-determine (and pre-ride if possible) the intended route for the ride.
2. Assemble all Road Captains for a pre-ride discussion at least 20 - 30 minutes prior to departure time.
3. Conduct the pre-ride discussion to finalize details of the ride.
4. Designate riding positions to all Road Captains.
5. Assemble the group at least 10 - 15 minutes prior to departure time for group briefing of the details of the ride and review hand signals. Upon conclusion of the review, announce departure time ("Five Minute Call")
6. Immediately after the "Five Minute Call" proceed to the line-up area and take the Lead Position.
7. Complete the "Pre-Departure" check list.
8. Signal to the group by raising hand for verification that everyone in the group is prepared for departure.
9. After receiving communication from assisting Road Captains move the group onto the roadway. Gradually increase speed to be consistent with the speed limit, making adjustments when dictated by current conditions.
10. As dictated by current conditions determine the riding formation, and after communicating to the Deuce your intentions, signal the formation to the group.
11. With the use of standard hand signals, warn the group of any upcoming hazards or emergency conditions.

Deuce

Riding Position:

This position is designated by the Lead. The Deuce position is in the front of the group on the right side of the Lead. (#2 riding position) This position is maintained throughout the ride unless otherwise directed by the Lead.

Specific Objectives:

Assist the Lead in leading the group and managing all aspects of the ride. Maintain effective communication with the Lead.

Specific Responsibilities:

1. Actively participate in the pre-ride discussion.
2. Immediately after the "five minute call" proceed to the line-up area and take the position to the right of the Lead.
3. Assist the Lead in his determination if the group is prepared to depart.

4. Maintain proper spacing at all times.
5. When directed or when the circumstances require, take the lead position.

Sweep or Drag

Riding Position:

The Sweep position is the last position in the group. This is maintained throughout the ride unless otherwise directed by the Lead. At anytime during the ride, if any motorcycle should join the group, the Sweep will maintain the last position in the group.

Specific Responsibilities:

1. Actively participate in the pre-ride discussion.
2. Immediately following the "five minute call" move into position to manage traffic to allow the group to enter the roadway.
3. Once you have been signaled by the Lead, proceed to manage traffic.
4. Communicate with the Lead when it is safe to move the group.
5. Anytime an individual rider in the group must pull out of the group (whether moving down the road or at a gas/rest stop), and gives a thumbs down signal, the Sweep will also pull out to make an assessment of the situation. Provide aid in any way possible. Communicate the situation to the Lead as soon as practical.
6. Protect the group from the rear with all lane changes

Emergency Checklist

Supplies to Carry in case of an emergency include:

1. All Road Captain and Primary Officer phone numbers.
2. Emergency numbers for police in the area, probably 911.
3. Basic first aid kit
4. Disposable or Digital camera
5. Cell phone
6. Copies of the Injury Report Form.

Key roles to assign before a ride include who:

1. Is certified to give first aid? (CPR)?
2. Take pictures of scene?
3. Talks to police officers?
4. Handles the media if they show up?
5. Fills out and submits the injury report?

Group Ride Evaluation

Post-ride discussions and evaluations should include:

1. What went well on this ride?
2. What didn't go well on this ride?
3. What should we do differently next time?

Red River HOG Chapter Pre-Ride Checklist/ Rules

- Introduce Road Captains and assigned positions.
- Explain Route. (Maps and Description).
- Check for liability releases for Non-H.O.G. riders
- Riding formation. (Always Staggered).
- Explain staggered formation
- Hand signals to be used. (Be very precise).
- When group passing, don't bumper dive!
- Does anyone have personal needs?
- Tanks full and bladders empty!
- Do we need to split groups? (10-12 bikes to a group)
- Ask Riders to perform safety inspection of their bikes
- No Alcohol (If used, the ride ends)**
- Identify riders that are CPR/First Aid certified
- Stress during the briefing that all riders are ultimately responsible for their own safety; however, any unsafe acts will result in the rider being ask to leave the group.
- Group riding placement, the group is headed up by the lead, second in line is the deuce, you should consider putting those new to group riding towards the front. **Note:** Talk to the rider, they may be more comfortable somewhere else in the group. Trike's and sidecars will be in the rear of the group, immediately in front of the sweep rider.
- If a bike has mechanical difficulty, that bike should pull to the side of the road. The **sweep rider** stops with this bike while all others continue on to the next scheduled stop.
- Instruct any rider to ride in a specific position within the group, or leave the group entirely, for reasons of misconduct, disorderly or unsafe riding, or faulty/ unsafe equipment. (*Common sense and tact should be used*) **Note:** See the next rule.
- If it is necessary, for safety reasons, to "have a talk" with a member during a ride, it should be done *in private* at the first safe opportunity. Make sure there is TWO OF YOU when you do so. The Lead Road

Captain on the ride will decide what action should be taken to ensure the safety of the group. Please use *extreme diplomacy* if this becomes necessary. If the person continues to present a hazard and refuses to listen and heed your requests, kindly give them a copy of the route (if possible) and tell them to ride by themselves to the destination or leave the ride completely. This is your right as a RC/ARC for the Red River HOG Chapter. We'd rather have someone mad at us than have someone else injured or worse!

- **Note:** At no time should a member be left behind without concern for their safety. They should be able to get home safely from anywhere if they were being led by this chapter.

*While it is strongly encouraged that you attend the Skilled Riders Course, We understand that this may not be possible due to work schedules and personal fitness levels. *Note- while participating in the SRC, if you are uncomfortable with an exercise, you are allowed to sit it out.*

**Alcohol and Motorcycle riding due not mix and are specifically prescribed against in the National Charter. If Riders begin drinking at a destination, the official ride is over, thank the participants for coming out and riding and wish them well until the next time. Ensure that it is briefed during the pre-ride briefing that consumption of alcohol ends the ride for all.