



**1066 H.O.G. CHAPTER RIDE-OUT PROCEDURES**

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This guide has been put together to explain how we ride safely as a group, so that all members know what is expected of them, other members and the Road Crew.

### What is “A Ride – out”?

A ride-out is an organised motorcycle trip where we ride together as a group. This may be simply for the pleasure of riding in company, or because we are visiting, say, a dealership or a venue, or we are participating in a larger H.O.G. event.

In all cases, we want everybody to

- Have fun and enjoy the ride and each other’s company
- Arrive safely, with no problems *en route* and preferably all together

A safe and successful ride-out requires discipline, restraint, concentration and constant alertness from everybody. The Road Crew on the day will oversee the event and be responsible for the planning and execution of the ride. So first off let’s explain who is who within the Road Crew.

### Road Marshals

Are all enthusiastic Chapter members, good riders and will have ridden with the Chapter in the UK and Europe for several years.

Once appointed by the Chapter Committee, Road Marshals are expected to:

1. Attend a BikeSafe course run by the Police prior to accepting appointment to Road Marshall
2. Assist the Road Captains in marshalling ride-outs promoted by 1066 and assist other Chapter Officers in running H.O.G. events.
3. Demonstrate their commitment and enthusiasm by organising two UK based events.
4. Demonstrate the ability to act as a team member for the good of the Chapter and actively welcome New Members.
5. Attend annual training courses laid on by the Chapter.
6. Attend planning meetings
7. Undergo annual check rides organised by the Safety Officer

Within two years of appointment, the Head Road Captain and Director will review each Road Marshal with a view to progressing to Road Captain by undergoing H.O.G. Road Captains training. The Chapter accepts that circumstances can change for many reasons. A Road Marshal, who is no longer able/willing to provide the necessary qualities and abilities to the standards given above, or to commit to the required effort in participation, or who decides they do not wish to progress to Road Captain training, is expected to stand down to make way for new appointments.

## **Road Captains**

Road Captains must fulfil the following minimum requirements:

1. Complete a H.O.G. Road Captains course.
2. Actively organise and promote 3 events throughout each season, which can include away trips.
3. Be a good team member by regularly volunteering with support, and encourage the events of other members of the Road Crew and Activities Officers.
4. Attend regular Road Crew planning meetings.
5. Attend annual training courses laid on by the Chapter
6. Actively welcome and introduce New Members at Club Nights and on their inaugural ride and generally represent the Chapter in a positive and friendly way.
7. Undergo annual check rides organised by the Safety Officer

At the end of each riding season the Head Road Captain and Director will review each Road Captain. The Chapter accepts that circumstances can change for many reasons. A Road Captain who is no longer able to provide the necessary qualities and abilities to the standard given above or to commit to the required effort in participation is expected to stand down to make way for new appointments.

## **Pre-Ride Briefing**

On the day the Lead Road Captain/Marshall will conduct a pre-ride briefing:

1. Introduce themselves and the ride-out Road Crew to the group. Explain the use of orange Hi Viz Jackets to identify Road Crew Members.
2. Welcome any new members.
3. Describe the route and destination including: accident procedure, horses, safety, leaving the ride, refuelling, distance, duration, explain the drop off system etc.

4. Remind everyone to have a full tank and an empty bladder!

### **Tail End - Back Markers**

1. With groups of 10 or more riders we aim for three tail end riders wearing orange Hi Viz vests at the back of the ride to provide a safety warning to following traffic.
2. The tail end riders will inform the leader when it is safe to proceed. If necessary one will ride to the front to inform the leader that the group is ready to leave.
3. The back markers will allow the dropped-off rider to re-join in front of them, unless safety considerations force them to pass you. If so they will slow down and move to the left and give you an arm signal to overtake them when safe to do so.

### **New Members**

A full description of the rules for members joining a 1066 ride-out is given below. Please read and ensure you fully understand your responsibilities before joining a ride for the first time. As we get older and may forget things, it may be useful to read this again from time to time to refresh your memory.

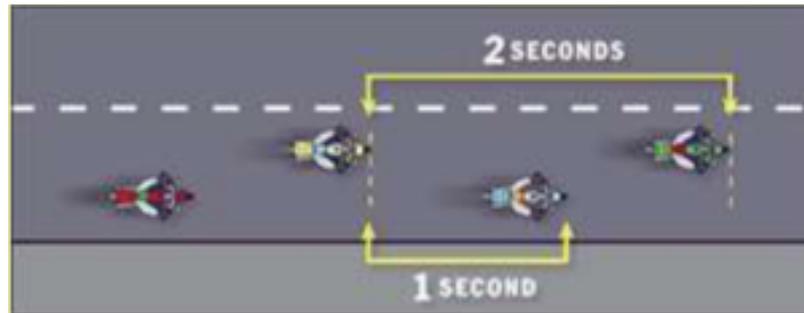
New riders are encouraged to attend at least two 1 day riding events prior to joining a European trip. Consider asking the Safety Officer to conduct an observation ride for you before a European Event, since an inexperienced rider can be a hazard when touring in foreign lands.

### **H.O.G. Group Riding**

#### **Guidance for 1066 Chapter Members.**

1. Meet the group: with a FULL tank of petrol and an empty bladder. Cash/credit cards & waterproofs are useful as some rides exceed 100 miles. On longer rides fuel stops are made at approximately 100-mile intervals to allow for Sportster riders.
2. If you are new, please introduce yourself to the Road Captain or Road Marshals organising the ride (in orange Hi Viz jackets)
3. Arrive in good time to hear the Pre-ride briefings: Pay attention; find out who is leading and who is back marking. Whenever possible we use three Road Crew members at the back. Always note the final destination, route details, known hazards and planned stops. Road Crew on duty wear orange Hi Viz jackets so they stand out from the crowd. To avoid confusion **NO other riders should wear orange Hi Viz material** if they wish to ride with the group. If you wish to use florescent or Hi Viz, please choose a different colour.
4. Riding in a large group: H.O.G. groups ride two bikes abreast in a staggered

formation. Leave two bike lengths (2 second gap) between you and the bike in front.



Look ahead as far down the group as possible to avoid the risk of panic braking. Keep a constant check in your mirrors and always use the 'lifesaver' check before changing direction. Manoeuvre into single file on narrow and twisty roads.

If you have a problem, pull over where safe to do so, use hazard lights, wave following riders past and then indicate to the tail end Road Crew, who will assist you

5. The drop off (2<sup>nd</sup> Person): If you are the bike behind the leader, be prepared - you will be expected to 'drop off' at the next junction to mark the route. If the Road Captain turns left he will point sharply at the kerb prior to the turn, to indicate where to stop. Pull over and wait with your left arm outstretched horizontally to indicate a left turn to following riders, whilst looking for the first tail end Road Crew. Try to re-join the group just in front of him/her. If the Road Captain turns right and wishes to drop you off prior to the turn he will point sharply at the nearside kerb as you approach the right turning. Stop as close as possible where indicated, with your LEFT hand raised as depicted below and with NO indicator flashing. It is very important that your elbow has a right angled bend, in order to clearly differentiate from a left hand turn instruction



Alternatively, the Road Captain may wish to drop you off on the turn and will therefore indicate where you are to pull over (eg on the exit of a roundabout). You

do not need to raise your hand on this occasion. Again wait until you see the first tail end Road Crew and try to re-join the group just in front of him / her. Same rules apply to roundabouts etc.

Wherever you stop, you should be clearly visible to riders behind you as they approach the turn.

The Road Captain may wish to drop you off on a straight road as a “re-assurance” marker to following riders.

It is vital that you wait until the back markers arrive, no matter how long that takes (they may be delayed by an incident further back but they will arrive eventually).

6. Speed: The Road Captain should regulate the speed of the ride-out so as to be under the prevailing speed limit at all times, typically 10 mph less on fast roads, 5 mph less on other roads. This is because the dynamics of riding in a column mean that those behind have to ride harder and faster to keep up. If you are unhappy about the speed of the ride-out tell the lead Road Captain. In particular:
  - a. Never pass the lead Road Captain or Lead rider and
  - b. Never pass another rider whose motorcycle is in motion participating in the group ride.

Don't worry if you lose sight of those in front, there is no need to rush to catch up. The 'second person' drop off procedure described above really does work - as long as everybody obeys the rules!

7. Overtaking on Single-Carriageway Roads: Normal overtaking on single carriageway road is instigated by the 'Lead', whereby each successive bike takes up a proper position to overtake i.e. comes out of the staggered formation and executes the manoeuvre. Before pulling out, check your mirror, signal and always do a 'life-saver'. If you decide there is time for more than one bike to overtake together, then do so in single file, NOT in formation and with great care. DO NOT assume the rider(s) overtaking in front of you will know you are following or will be able to leave room for you to pull in front of the overtaken vehicle. Once past, maintain overtaking speed for a while to gain a lead on the overtaken vehicle - do not cut- in. *This will provide room behind you for successive bikes to pull in without cutting up the overtaken vehicle. Remember, the more bikes still to overtake, the more room you must provide.* Pull back in and reform staggered formation or single file as appropriate.

Don't take unnecessary risks because you are worried about losing contact with the

group. Do NOT rely on signals from any rider who has already overtaken, that the road is clear for you to overtake.

Overtaking Multi-Lane (Motorway Or Dual Carriageway): Normal overtaking on motorway or dual carriageway road is similar to the procedure above. Overtaking is instigated by the 'Lead' and every rider overtakes as an individual. The emphasis now is on making sure that no traffic is coming up on your offside, so always check your mirror, signal, and do a 'life-saver' before moving into the over-taking lane.

8. Problem stops: Riders in front of you may slow down and stop for no apparent reason! If they are experiencing mechanical problems or are about to go onto reserve, a hand signal may not be possible. Should the group need to stop in an emergency please try to slot into single file without blocking the road, the tail end riders should activate their hazard signals to warn oncoming traffic. Please ensure your passengers dismount kerbside. You (the rider) are responsible for your passengers' safety, as well as your own, at all times
9. Leaving the ride: if you wish to leave the ride en-route slow down and wave those behind you forward. Indicate to the tail end riders that you are ok and peel off to go on your way.
10. Trikes - several Chapter members ride trikes. The physical and performance characteristics of trikes are different to bikes and can prevent them from making the same progress as bikes in certain circumstances, such as filtering and reduced overtaking opportunities. On many of our narrow Sussex country lanes, it would not be safe to ask a trike to be a drop off, as they would become an obstruction to other road users. After much debate and experimentation, it has been decided that the best position for the trikes to ride is therefore behind all the back markers. The lead rider will check that the trike rider(s) know the destination in case they get separated from the ride (eg because they are unable to filter when the rest of the ride does so). The tail end rider will use best endeavours to keep the trike rider within sight, but not at the expense of losing contact with the rest of the ride.
11. You are deemed to be in control of and responsible for your vehicle and your riding at all times irrespective of any guidance or instruction from any member of the Road Crew. You must at all times ride within the law and obey road traffic regulations.

Riding in a group of Harleys is enjoyable and rewarding. By joining the ride out you are accepting the rules. Group riding is not for everyone and if you are not keen on the rules you may prefer to ride separately and meet the rest of us at the destination, where you will be very welcome.

*If in doubt do not be afraid.....to ask*

## **Breakdown Procedure**

It is all riders' responsibility to ensure they have breakdown cover in place before joining a ride.

If it is your bike that has broken down, try to get the bike & yourself into as safe a position as possible. It is important that a breakdown doesn't become an accident waiting to happen. Therefore, if at all possible, secure the scene yourself. Be aware that it is important to avoid blocking or restricting traffic flow & risking a collision. During the ride, if you come across a ride member whose bike has broken down & immediate help is unnecessary, it is usually safer for the rest of the ride to continue past the scene & let the back markers decide on how to deal with the situation, when they arrive. If necessary, they will warn approaching traffic. Any "off duty" Road Crew in the ride will assist if appropriate.

The Road Crew will inform the ride leader by phone of the situation. Bear in mind that the lead rider will at that point be riding and therefore unlikely to be aware of the development until he/she stops because they have run out of drop offs.

Consider options. Once alerted to a problem the leader should stop the ride somewhere safe and speak to the back markers by mobile phone (if necessary) and get an update. If the delay is likely to be more than a few minutes then consider using the time to fuel up or take a coffee break. It may be possible to fix the problem beside the road using any available tools and mechanical knowledge, but the Road Crew are not a repair service and their responsibility is to the ride as a whole. If the problem cannot be fixed quickly at the roadside, they will use best endeavours to ensure the rider has been able to contact their breakdown service.

Deadlines - Channel Crossings or restaurant bookings may make it necessary for the group to move on and leave a rider behind. Ensure the rider knows the route and/or has a map in case the recovery service gets them mobile again.

## **Accident Procedure**

**Thankfully, a rare event but one that needs to be planned for to ensure everyone's safety is maintained as far as possible.**

THE ROAD CREW ON THE DAY WILL TAKE CONTROL (ie secure the scene, get assistance and provide first aid).

If you witnessed the event, stop where it is safe & legal to do so & be prepared to volunteer your details to the appropriate authorities.

If safe and appropriate to do so, ride past the scene and allow the back markers to deal with the situation. Follow any instructions they give you. Eventually, when the ride leader

runs out of drop offs, he or she will stop. By that time, the leader will have been contacted by the Road Crew by text or voicemail.

## SAFETY IS THE PRIORITY

1. Road Crew back markers will secure the scene and delegate the nearest riders to warn approaching traffic from both directions. Do not stand in the carriageway. If necessary, use the bikes as a barrier. The Road Crew will ask these riders to activate hazard lights. If possible, all other riders are to continue past the scene and continue the ride to clear the area. If not possible, do not stop at the side of the carriageway or the hard shoulder. Road Crew wearing Hi Viz can re-direct traffic if necessary. No one is to take un-necessary risks. We do not wish to add to the casualty list.
2. Road crew will get assistance, arrange or make an emergency call 999 (112 in Europe) and ask for the attendance of fire, police or ambulance crews. If you make the call on a mobile, stay on the line and listen to the instructions given by the emergency services and inform the Road Crew that the call has been made.
3. Road crew will provide first aid. Attend to breathing and bleeding until help arrives. Usually a casualty is kept still. However, in some circumstances such as **safety**, fire or a liquid spill it may be necessary to move them to prevent a further, possibly fatal injury to them or those tending to them. If someone is injured and has to go to hospital then the Road Crew will get a volunteer to follow on his or her own motorcycle if possible. Get the name and if possible the telephone number of the hospital. Once the emergency services arrive they will take over the management of the scene.
4. If appropriate and safe to do so, assist with the aftermath. This will usually but not always, be the role of the Road Crew. Make a note of the scene; witnesses, casualties, hospital, and bike recovery arrangements. Take photos if possible. The police will often arrange for a damaged motorcycle to be removed. If not then contact H.O.G. Assist or the local HD dealership for help. Once the emergency has been resolved it may be treated as a breakdown. As soon as practicable inform the Leader of the incident who will decide what to do with the rest of the ride depending on the circumstances.
5. If you were a witness - give your contact details to police, Road Crew and/or the riders/drivers involved in the accident. Take photographs. Make notes of what happened while it is fresh in your mind.

*Remember, we do not want to make a breakdown or collision into a worse incident by having unnecessary people & bikes obstructing the road.*

*Everything you do at the scene of any breakdown or collision, is your decision & your own responsibility.*

### **Event Planning & Organising ride-outs - what goes on behind the scenes?**

We hold a planning meeting each year when all Road Crew are asked to nominate which ride-outs they'd like to run during the coming 12 months. Ride-outs can be a repeated version of old favourites but the Chapter thrives on new events and so as many suggestions as possible are encouraged from Road Crew and other Chapter members.

One-day (or part-day) UK based ride-outs are the most important events for the Chapter and Road Crew are all expected to organise at least two and to assist with others throughout the year.

Ride-out checklist conducted by the Road Crew while putting a ride together

1. Confirm the destination, safe and interesting routes, suitable meeting place, date and time.
2. Normally the ride leader should expect to recce the route to confirm road and riding conditions, any difficult junctions/motorway exits, fuel/refreshment stops, accessibility and parking at the destination. Also, any concessionary event ticket prices!
3. If necessary confirm any bookings with hotels, restaurants, shops etc.
4. Prepare a short description of the ride-out and forward to the Head Road Captain for circulation by website and Newsletter.
5. Ensure enough Road Crew will be attending or make arrangements for other members to help out.
6. When preparing the route, speed and any stops, consider the stamina of the group, the experience of all the riders and the limits of the various motorcycles. Fuel stops always take longer than expected especially on the continent - encouraging the pillion to pay and sharing pumps will speed things up!
7. Before leaving home make sure you've got plenty of fuel and have made all your 'Pre-ride checks' - you really don't want to be the reason for holding up the group!
8. If you find for any reason that you are not able to lead the ride, it is your responsibility to seek alternative arrangements.

## Overnight and foreign ride-out additional checklist

1. Prepare itinerary and other details to circulate to members signing up for the ride.
2. Remind participants to bring their passports, check over their bike, get EHIC cards and private medical insurance, breakdown & mobile phone cover. Ensure your cover includes the repatriation of you, your pillion and your bike (should it be necessary).
3. If there is a long lead time before the event consider reminding participants of the starting date and time of the pre-ride briefing a week or so before departure.

*We hope these guidelines are clear and helpful. Any questions, please ask.*

*1066 Committee*

*March 2017*