

ROAD CAPTAIN GUIDLINES

ROLE

A Road Captain is a member of the Cape York Chapter (CYC) who assists the Head Road Captain in the planning and conducting of chapter rides as per the yearly ride plan and also assists in the training of Probationary Road Captains. The Road Captain may be asked to act as a Tail End Charlie on Cape York Hog (CYH) monthly rides.

RESPONSIBILITIES

1. A Road Captain is responsible for the following:
 - a. assists the Head Road Captain in planning CYH monthly rides for the year,
 - b. planning and conducting CYH monthly rides as per the yearly ride plan,
 - c. maintains the Ride Attendance Sheet on official rides,
 - d. the Personal Locator Beacon (PLB) on official rides,
 - e. assists in the education of chapter members about group and safe riding techniques,
 - f. assists in the training of Probationary Road Captains,
 - g. acts as a Tail End Charlie,
 - h. sets a high standard of road discipline and good safe riding techniques,
 - i. abides by the current Queensland State Road Rules, and
 - j. abides by the Chapter Handbook and Chapter Licence.

BECOMING A ROAD CAPTAIN

1. There is set criteria that a Probationary Road Captain must meet before being considered as a Road Captain. These criteria are set out at Attachment A.
2. Once these criteria have been met, the Probationary Road Captain will be asked to conduct an authorised CYC ride under the guidance of a nominated Road Captain. The Probationary Road Captain as part of training will also be required to act as a Tail End Charlie.
3. The Sponsoring Dealer and the CYH Committee Members have the final approval on becoming a Road Captain.
4. The Probationary Road Captain must be able to demonstrate the following:
 - a. plan and co-ordinate an authorised CYC ride,
 - b. briefing the riders prior to departure,
 - c. conducting the ride,
 - d. ride responsibly, safely and obey the current Queensland State Road Rules, and
 - e. abides by the Chapter Code of Conduct, Chapter Handbook and Chapter Licence.
5. It is highly recommended and advisable that the Probationary Road Captain participate in CYH fund assisted Advanced Riding and First Aid training courses.

TAIL END CHARLIE

The Tail End Charlie is nominated by and assists the Road Captain on CYC authorised monthly rides.

1. The Tail End Charlie is the last rider in the group and is responsible during the ride for:
 - a. Ride Attendance Sheet,
 - b. Personal Locator Beacon (PLB),(These are handed to the Road Captain on completion of the ride)
 - c. First Aid Kit (FAK),
 - d. assisting in breakdowns and,
 - e. helps maintain road discipline and reports any issues to the Road Captain.

CONDUCTING A RIDE

PLANNING

1. When planning a ride, it is highly advisable that a check of the route be conducted prior to the event. This will help the Road Captain to ascertain but is not limited to the following:
 - a. planning the route,
 - b. distance,
 - c. stops,
 - d. fuel,
 - e. road conditions,
 - f. weather conditions, and
 - g. traffic conditions.

BREIFING

1. Prior to the ride commencing the Road Captain is to:
 - a. nominate a Tail End Charlie from a member of the group (this member should be an existing Road Captain),
 - b. identify a first aid trained member of the group to act as the ride first aider,
 - c. ensure that the Ride Attendance Sheet is filled out correctly by participating riders including pillion passengers and handed to the nominated Tail End Charlie, and
 - d. briefs the riders on the following;
 - i. length of the ride,
 - ii. road condition and possible hazards,
 - iii. stops,
 - iv. who the Tail End Charlie is and their responsibilities,
 - v. actions on breakdowns,
 - vi. members leaving the ride early,
 - vii. corner markers,
 - viii. safety issues brought up by the Safety Officer, and
 - ix. any addition information.

CONDUCTING THE RIDE

The Road Captain is responsible for all members including pillion passengers participating in the ride.

1. There are a number of factors that come into play when participating in a group ride. Listed are some of the following:
 - a. Choose and maintain a comfortable pace within the speed limit,
 - b. Know the route well enough as to give plenty of notice of turns etc.
 - c. Always signal your intention to turn or change lanes.
 - d. Be courteous and allow cars to enter and exit thoroughfares and change lanes.

FORMATION RIDING

Authorised CYH rides are conducted as a group and in formation.

1. There are normally two formations used, Staggered File and Single File. These are described in the HOG Chapter Handbook.
2. The Road Captain conducting the ride is the lead rider. The Road Captain sets the pace of the ride also indicates which formation is to be taken. The Tail End Charlie is the last rider.
3. During formation riding the lead rider is not to be overtaken.
4. Overtaking riders in the group is not encouraged, although overtaking may be conducted in certain circumstances. Overtaking riders within the group should be done with caution and care, making sure to indicate your intentions. Passing techniques are described in the Chapter Handbook.
5. A minimum safe distance of at least three seconds (the three second rule) should be kept between riders within each formation.
6. All riders are encouraged to ride safely, cautiously and within their own abilities.

HAND SIGNALS

Hand signals should be simple, easy to learn, be kept to a bare minimum and given with enough warning for followers to pass down the group and take action.

1. A list of common hand signals is at Attachment B. These hand signals are also described in the Chapter Handbook.

CANCELLING A RIDE

There are a number of reasons that a ride needs to be cancelled. If the ride is to be cancelled, the Road Captain is to inform the Head Road Captain (or if unavailable the Director or a committee member) advising them of the cancellation. This is to ensure all members are informed.

ALCOHOL GUIDELINES

CYH permits the consumption of alcohol on authorised CYC rides as long as the consumption is kept to the minimum set down within the current Queensland State Road Rules.














WARNING*

CYH will not tolerate the excessive consumption of alcohol on CYC authorised rides as this puts all riders at the risk of serious injury or death.

ROAD CAPTAIN CRITERIA

1. MUST HOLD A CURRENT OPEN MOTORCYCLE LICENCE FOR A MINIMUM OF FIVE YEARS
2. ADVANCED RIDING SKILLS (i.e. TRAINING OR EXPERIENCE)
3. DEMONSTRATED ABILITY TO PLAN, CO-ORDINATE & CONDUCT RIDES
4. COMMUNICATION SKILLS TO DELIVER BRIEFS
5. MUST BE CONVERSANT WITH THE FOLLOWING:
 - a. QUEENSLAND STATE ROAD RULES
 - b. HOG HAND SIGNALS
 - c. HOG FORMATION RIDING.
6. COMPLY WITH THE HOG CODE OF CONDUCT, CHAPTER HANDBOOK & CHAPTER LICENCE
7. BE A MEMBER OF GOOD STANDING WITHIN THE CAPE YORK HOG CHAPTER
8. HAVE THE APPROVAL OF THE SPONSORING DEALER & THE CAPE YORK HOG COMMITTEE

COMMON HAND SIGNALS

<p>Stop - arm extended straight down, palm facing back</p> 	<p>Single File - arm and index finger extended straight up</p> 	<p>Turn Signal On - open and close hand with fingers and thumb extended</p> 
<p>Slow Down - arm extended straight out, palm facing down</p> 	<p>Double File - arm with index and middle finger extended straight up</p> 	<p>Fuel - arm out to side pointing to tank with finger extended</p> 
<p>Speed Up - arm extended straight out, palm facing up</p> 	<p>Hazard in Roadway - on the right, point with right foot; on the left, point with left hand</p> 	<p>Refreshment Stop - fingers closed, thumb to mouth</p> 
<p>You Lead/Come - arm extended upward 45 degrees, palm forward pointing with index finger, swing in arc from back to front</p> 	<p>Highbeam - tap on top of helmet with open palm down</p> 	<p>Comfort Stop - forearm extended, fist clenched with short up and down motion</p> 
<p>Follow Me - arm extended straight up from shoulder, palm forward</p> 	<p>Pull Off - arm positioned as for right turn, forearm swung toward shoulder</p> 