

# Orange Park Harley Owners Group, Chapter #0679

## Road Captain Candidate (RCC) Checklist

**Road Captain Candidate:** \_\_\_\_\_

**Road Captain Sponsor:** \_\_\_\_\_

namesignature

As a Road Captain Candidate, you must have a current Road Captain as a Sponsor. Your Sponsor will help and assist you through this process.

This form must be completed by the evaluating RC/TG and retained by the RCC. All dates, times, and events must be filled in, signed or initialed. It will be turned into the HRC and kept on file after final qualifying.

\* RCC assists in 2 rides with a RC and 2 rides with TG. In order for a ride to count you will need to complete the Pre-Ride of the ride you are assisting. After review of meeting these requirements, the Head Road Captain will release you for the 2 required Qualifying Rides

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### Ride # 1 (Road Captain Observation)

Evaluated by & date: (RC) \_\_\_\_\_ Date \_\_\_\_\_

**Destination** \_\_\_\_\_

(Please initial each task you have completed with the RCC)

- \_\_\_\_\_ Pre ride route with RC
- \_\_\_\_\_ Discuss destination / route / distance / breaks / fuel stops with RC
- \_\_\_\_\_ Observe/participate in pre-ride safety briefing / hand signals / route
- \_\_\_\_\_ Verify participant membership using updated sign-in sheet
- \_\_\_\_\_ Collect release waiver forms from NON H.O.G. riders
- \_\_\_\_\_ Break / fuel stop safety briefing, if applicable (weather / road conditions / route)
- \_\_\_\_\_ Conduct a post-ride critique with RC and TG: The Good, the Bad & the Ugly

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### Ride # 2 (Road Captain Observation)

Evaluated by & date: (RC) \_\_\_\_\_ Date \_\_\_\_\_

**Destination** \_\_\_\_\_

(Please initial each task you have completed with the RCC)

- \_\_\_\_\_ Pre ride route with RC
- \_\_\_\_\_ Discuss destination / route / distance / breaks / fuel stops with RC
- \_\_\_\_\_ Observe/participate in pre-ride safety briefing / hand signals / route
- \_\_\_\_\_ Verify participant membership using updated sign-in sheet
- \_\_\_\_\_ Collect release waiver forms from NON H.O.G. riders
- \_\_\_\_\_ Break / fuel stop safety briefing, if applicable (weather / road conditions / route)
- \_\_\_\_\_ Conduct a post-ride critique with RC and TG: The Good, the Bad & the Ugly

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### **Ride # 3 (Tail Gunner Observation)**

Evaluated by & date: (TG)\_\_\_\_\_Date\_\_\_\_\_

**Destination** \_\_\_\_\_

(Please initial each task you have completed with the RCC)

- \_\_\_\_\_ Pre ride route with RC
- \_\_\_\_\_ Discuss destination / route / distance / breaks / fuel stops with RC
- \_\_\_\_\_ Observe/participate in pre-ride safety briefing / hand signals / route
- \_\_\_\_\_ Discuss specific duties and expectations of the Tail Gunner
- \_\_\_\_\_ Verify participant membership using updated sign-in sheet
- \_\_\_\_\_ Collect release waiver forms from NON H.O.G. riders
- \_\_\_\_\_ Break / fuel stop safety briefing, if applicable (weather / road conditions / route)
- \_\_\_\_\_ Conduct a post-ride critique with RC and TG: The Good, the Bad & the Ugly

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### **Ride # 4 (Tail Gunner Observation)**

Evaluated by & date: (TG)\_\_\_\_\_Date\_\_\_\_\_

**Destination** \_\_\_\_\_

(Please initial each task you have completed with the RCC)

- \_\_\_\_\_ Pre ride route with RC
- \_\_\_\_\_ Discuss destination / route / distance / breaks / fuel stops with RC
- \_\_\_\_\_ Observe/participate in pre-ride safety briefing / hand signals / route
- \_\_\_\_\_ Discuss specific duties and expectations of the Tail Gunner
- \_\_\_\_\_ Verify participant membership using updated sign-in sheet
- \_\_\_\_\_ Collect release waiver forms from NON H.O.G. riders
- \_\_\_\_\_ Break / fuel stop safety briefing, if applicable (weather / road conditions / route)
- \_\_\_\_\_ Conduct a post-ride critique with RC and TG: The Good, the Bad & the Ugly

**Qualifying Ride 1 Checklist & Evaluation Form**  
**RCC must complete the following requirements successfully**

The final qualifying ride **must** be evaluated by the Head Road Captain or Safety Officer or a designee.

**Destination:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Date      HRC/SO

_____	_____	Set-up destination / distance / breaks / fuel stop (RC approval)
_____	_____	Plan route with Head Road Captain or Safety Officer assistance
_____	_____	Pre ride route with designated TG and note safety hazards, traffic patterns
_____	_____	Conduct pre ride safety briefing / hand signals / route
_____	_____	Verify participant membership using updated sign-in sheet
_____	_____	Collect release waiver forms from NON H.O.G. riders
_____	_____	Break / fuel stop safety briefing, if applicable (weather / road conditions / route)
_____	_____	Conduct a safe ride using all Road Captain protocol
_____	_____	Conduct a thorough post-ride critique with Head Road Captain or Safety Officer

Evaluator's Remarks: (Use back if needed)

\_\_\_\_\_

\_\_\_\_\_

**Head Road Captain or Safety Officer Approval of Qualifying Ride**

The signature below attests to the approval of the leadership and riding skills necessary for

\_\_\_\_\_ to be a Road Captain with the Orange Park Harley Owners Group.

\_\_\_\_\_ Date: \_\_\_\_\_

**Qualifying Ride 2 Checklist & Evaluation Form**  
**RCC must complete the following requirements successfully**

The final qualifying ride **must** be evaluated by the Head Road Captain or Safety Officer or a designee.

**Destination:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Date      HRC/SO

_____	_____	Set-up destination / distance / breaks / fuel stop (RC approval)
_____	_____	Plan route with Head Road Captain or Safety Officer assistance
_____	_____	Pre ride route with designated TG and note safety hazards, traffic patterns
_____	_____	Conduct pre ride safety briefing / hand signals / route
_____	_____	Verify participant membership using updated sign-in sheet
_____	_____	Collect release waiver forms from NON H.O.G. riders
_____	_____	Break / fuel stop safety briefing, if applicable (weather / road conditions / route)
_____	_____	Conduct a safe ride using all Road Captain protocol
_____	_____	Conduct a thorough post-ride critique with Head Road Captain or Safety Officer

Evaluator's Remarks: (Use back if needed)

\_\_\_\_\_

\_\_\_\_\_

**Head Road Captain or Safety Officer Approval of Qualifying Ride**

The signature below attests to the approval of the leadership and riding skills necessary for

\_\_\_\_\_ to be a Road Captain with the Orange Park Harley Owners Group.

\_\_\_\_\_ Date: \_\_\_\_\_