



WINNIPESAUKEE H.O.G #2529

## **SAFETY OFFICER RESPONSIBILITIES**

- **Reports directly to the Chapter Manager and Assistant Director**
- **Provides Harley Davidson Riding Academy and Motorcycle Safety Foundation information to the members. This information can be obtained from the Riding Academy Manager, MSF Website as well as the SMSA website.**
- **Educate members about the Safe Rider Skills program. Work with outside Motorcycle Safety trainers when feasible.**
- **Work with Assistant Director and the Head Road Captain training new Road Captains for the Winnepesaukee H.O.G #2529 chapter.**
- **Ensure that chapter has adequate in-code safety kits so that every ride has a safety kit available.**
- **Assists the Road Captain in informing chapter members of any hand signals used by the chapter.**
- **Assists in completion and submitting to the Secretary any injury reports when accidents and or incidents occur.**
- **Works with Assistant Director and Head Road Captain to ensure Chapter Alcohol and substance usage written guidelines are known to all Road Captains and communicated to riders at every driver's meeting of every ride.**
- **Works closely with Assistant Director in keeping the 3 ring binder of Winnepesaukee H.O.G. #2529 policies, procedures and Road Captains Hand Book updated. All documents must be approved by Chapter Manager. The new document must show date of change and final copy sent to Chapter Manager for his records.**
- **Ensures that all updated Road Captain documents are submitted to webmaster and are available under Road Captains Resource drop down, located on the chapter website.**
- **Be Professional and Responsible Leader on all Chapter/Dealership rides and events. Lead by example!**

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*And any other requests from Chapter Manager and Sponsoring Dealer General Manager*

*RIDE SAFE RIDE OFTEN AND LEAD BY EXAMPLE.*

12/20/2018 Rick Bassett

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