

CHECKLIST FOR CFC RIDE LEADERS

Supplies & Equipment (Coordinator &/or Sweep)

- ☐ Cell Phone
- ☐ Rudimentary first-aid kit, at least sunscreen, bandaids, ibuprofen
- ☐ Copies of the Sign-in / Liability Waiver Form
- ☐ Copies of the Incident Form
- ☐ Pen/pencil

Items to Check at Ride Start

- ☐ Does everyone have a helmet & identification
- ☐ How many riders do you have? ("No one left behind")
- ☐ Special equipment required (lights?)

Pre-Ride Announcement

- ☐ Introductions & Welcome new riders
 - ☐ Signatures on the liability waiver
 - ☐ Covid Hygiene – 6 ft spacing, no drafting, mask up otherwise
 - ☐ Explain that CFC medical insurance covers Club members and 1st time guests
 - ☐ Announce your cell phone number
 - ☐ Identify leader & sweep
 - ☐ Identify riders who have first-aid kit, cellular phone, & bike tools
 - ☐ Maps, cue sheets
 - ☐ Determine two Pace group leaders ("Need-for-Speed" and "Fun-in-the-Sun")
 - ☐ Planned rest points
 - ☐ Obey traffic regulations, be courteous & alert
 - ☐ Ride single-file in traffic, allow spaces for motorists to pass 4-6 riders at a time
 - ☐ Use hand and voice signals ("Car back", "Slowing", "Stopping" etc.) ____
- Questions?
- ☐ Check for legible name/emergency phone # on signup sheet, take a Photograph of the signup for yourself & email to the Sweeper & secretary.capefearcyclists@gmail.com

Post Ride

- ☐ Make sure everyone has returned (if you can't stay until the last rider is back, ask the "Sweep" rider to do that)
- ☐ Forward completed Incident Form(s) to the CFC President **immediately**

Revised April 2021