

Motorcycle Observer Training Manual



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IAM Advanced Motorcycling Programme

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1. Introduction

This manual has been produced to support the Observer Qualification scheme, which was introduced after groups expressed an overwhelming desire back in 1992 for some form of Observer Qualification to be made available to group IAM members.

The Observer Qualification was designed by groups for groups and is in no way a requirement of any outside body. In many groups it can be seen as a stepping stone to the Senior Observer Qualification which is more formal with the test being conducted by an IAM examiner.

This manual has benefited from comments made by several groups, IAM staff and National Groups Committee members (NGC). It is always evolving and comments are always welcome from groups.

Observers should always ensure the most up to date version is being used.

1.1 The Purpose of the Manual

Our purpose is to help Observers learn the skills that will allow them to impart the benefits of advanced riding to others, to maintain a consistently high standard of Observer training, which will be used in preparing Associates for the Advanced Motorcycle Test.

The Manual covers key aspects of observing practice, ranging from where to position during an advanced run, to the skills of communication and the preparation for the various levels of qualification.

We believe that the Manual now offers enough information and advice for motorcycle Groups and Sections to adopt if they do not have their own Observer Manual. It was never the intention to provide a 'Bible', and our publication need not supplant existing Observer Manuals that several Groups have painstakingly developed.

However, any other manual on the subject used by motorcycle Groups and Sections must include all the topics and information

8. Recommended Reading and References

How to be an Advanced Motorcyclist

Motorcycle Roadcraft

The Highway Code current edition!!

Postscript

Our Manual is not intended to be a comprehensive treatise, but rather as a framework of essentials on which individual Groups desirous of writing their own version can build.

Other topics worthy of consideration are:-

Training support from the group – mentors, Associate guinea pigs, refreshers, monitors..

Speed in the wrong places, red mist, speed limits, apparent excessive speed or 'just making progress'

- | | | | |
|-----|-----------------------------|--|--|
| 11. | PROGRESSION ON: | Open Roads
Country Lanes
Dual Carriageways | HTBAAM 54-55
HC132
HC 116-117 |
| 12. | MOTORWAYS | Joining/leaving
Lane Discipline
Overtaking/
Following | HTBAAM 64-71
HC 227 - 247
RC 148-162 |
| 13. | OVERTAKING | Following Position | HTBAAM 40-41
RC 120, RC 125-144 |
| 14. | MACHINE CONTROL | Throttle, Clutch,
Gears
Brakes
Mirrors, Horn, Indicators
Footwork, Vehicle Empathy | HTBAAM 28-34
RC Chapter 4 |
| 15. | GENERAL RESTRAINT | | |
| 16. | APTITUDE | | |
| 17. | APPROACH TO THE SYSTEM | Riding Plan | HTBAAM 20-21
RC 32-33 |
| 18. | STANDARD OF RIDING ACHIEVED | | |
| 19. | OBSERVED RUN NUMBER | | |
| 20. | OBSERVER PHONE | | |
| 21. | CHIEF OBSERVER PHONE | | |
| 22. | WEATHER CONDITIONS OF RUN | | |

NOTES

References: HC = Highway Code (New Edition 2004 Revised)
RC = Motorcycle Roadcraft, Page
HTBAAM = How to be an Advanced Motorcyclist, Page

given in this Manual, and nothing in any other manual should contradict or be at variance with its content. In this respect it has the same status as information given in the Group Handbook, such as the Group Rules.

Many of the paragraphs are based on the relevant parts of the Group Handbook, and we were grateful to be able to use this as a framework for the new Manual. In fact, we have yet to see another Observer Manual that does not use the Handbook as a source, even though their authors might not always acknowledge it.

Finally it must be emphasised that this is the IAM authorised Observer Manual.

Other manuals, however well written, will not necessarily be accepted as alternatives by the IAM.

1.2 What Motorcycle Observing is all about

When a Group Member has passed the Advanced Test, the question often arises, "What can I do next?"

There are of course the IAM Driving/Riding Assessments, more of use to the member who qualified some time ago, and the Special Assessment for those who wish to demonstrate their riding skills to a very high standard.

These are personal challenges, but for those who wish to put something back into the Group that helped them to pass the Test, training to be an Observer can be a logical step.

Elitism is a criticism often directed at Observer Teams, but this is hardly ever fair comment, for the essence of Observer training is to impart knowledge gained by following a rigorous practical and theory programme. A skilled Observer need not be the fastest performer on track days, nor be the one who covers hundreds of miles a day touring overseas. Dedication and the time to take part in training are the two essential ingredients that aspiring Observers must bring to the Group. They will always be their own harshest critics.

The trained Observer will guide Associates to improve existing levels of ability, to acquire new skills, and to develop advanced techniques. Observed runs will be tailored to deal with any riding points that need to be corrected or reinforced.

1.3 What will be required of a candidate for Observer Training

A comprehensive knowledge of the Institute's manual "How to be an Advanced Motorcyclist", the Highway Code, and "Know Your Traffic Signs" is to be expected of an observer candidate. The Group Hand Book includes many of the points made in this manual, and the candidate ought to have access to the relevant paragraphs.

Knowledge of the current edition of Police Motorcycle Roadcraft will reduce the time needed to prepare for observer training.

Once qualified, Observers are expected to be able to explain points raised when advising Associates by referring to the relevant parts of any of these publications.

There is one essential skill that the written word cannot teach, a skill that an Observer needs, namely **COMMUNICATION**.

The Observer must be able to give a clear briefing for routes to be followed, concise analysis of hazards, and constructive comments on an Associate's approach to problems.

It is not always understood that an active Observer must give a **commitment** of time both while in training and later, when advising Associates.

The Group will invest many hours in preparing a candidate for qualification as an Observer and that time should be repaid.

The Observer candidate will be attired in serviceable riding gear, not necessarily colour-matched leathers, but effective for all riding and weather hazards. Conspicuity aids are preferred, and if the rider does not use highly coloured leathers or all weather suit, a high-viz jacket, or belt at least should be chosen.

Remember what the Highway Code has to say about clothing suitable for riders.

7. **Observer's Check Sheet**

1.	VEHICLE CONDITION	Tyres Chain Controls Mirrors	HTBAAM 34-45 RC 172 (checklist)
2.	RIDERS ATTIRE	Helmet Visor Gloves Boots Conspicuous?	HTBAAM 10-14 RC22
3.	SLOW RIDING	Figures of Eight Town Centre Clutch/Rear Brake	
4.	MOVING OFF		HC 135
5.	FORWARD OBSERVATION	Use of visual aids Riding Plans	HTBAAM 16-17, HTBAAM 22-24 RC 32-33
6.	USE OF MIRRORS AND LIFESAVERS	System	PYAMT 24 RC 31 HC 137
7.	POSITIONING	Turning Left Turning Right T-junction, Stop & Give Way	HTBAAM 42-45 RC 35-37 HC155-157, HC158-159 HC 160-166
8.	COMPLIANCE WITH SPEED	Town Dual Carriageway Motorway	HC 103-104
9.	AWARENESS OF ROAD SURFACES AND WEATHER CONDITIONS		HTBAAM 25 HTBAAM 58-59 RC 53-57
10.	PROGRESS IN BUILT UP AREAS	Filtering General Awareness Pedestrians Cyclists Traffic Lights	HTBAAM 50-53 HC 71 HC130-132, HC 151-154 HC 163 HC 168-175 HC 180-200

6.1 **Motorcycle Observer's Introductory Drill - (IDEALISM)**

- I** = Introductions Tell the Associate your name and ask how they would like to be addressed.
- D** = Disclaimer Ensure the Associate is aware they are in charge of the machine, but do not let them sign anything to that effect. (See Group Insurance Matters 2.2.2.1)
- E** = Explanation Explain what is going to happen during the run and what type of Run it is, e.g. normal, check drive, pre-test Run.
- A** = Awareness Make sure the Associate is aware of the route you will use and the signals you will give.
- L** = Look out for and, if necessary, ask if the Associate has copies of HTBAAM and Highway Code.
- I** = In For Test Establish if the Associate is in for Test as this will affect the style of run. If the test is imminent then now is the time for the final polish and to bolster confidence, not find new minor faults.
- S** = System Consider asking the Associate to name the features of the System. Two minutes now could be worth twenty out on the road with its many distractions.
- M** = Machine Ask the Associate to describe how to carry out machine familiarisation prior to riding a machine for the first time.

The motorcycle used by the Observer candidate will be fully legal and roadworthy, in good condition regardless of mileage, correctly serviced and adjusted.

With no apology for repetition, the candidate must be prepared to give the time needed to ensure that training is progressive and effective.

1.4 **What the candidate will receive from the Group.**

- After a few months of taking part in Group rides an opinion on whether a person is considered as potential Observer material should be given. Sometimes a period of consolidation is recommended, a few months of joining group runs perhaps.
- Practical assessment of riding standard at the time of application, and advice on any weak points.
- Inclusion in a training programme to advance at least to Qualified Observer level within a year, and if recommended, to progress to Senior Observer level in due course.
- The opportunity to maintain a high riding standard by associating with a dedicated Observer team through formal training and regular meetings.

2. **Advanced Standards**

An "Advanced Rider" is a rider who, in the opinion of the Examiner, is above average, who rides without flamboyance or fuss. The aim of the Advanced Rider is to be in the right place, travelling at the right speed, with the correct gear engaged for the circumstances encountered, and able to stop safely in the distance that can be seen to be clear.

This section will assist the reader to clarify the definition. The availability of a Standard should reduce discrepancies between individual Observers and Groups, and be compatible with the methods of other bodies that promote Advanced Riding throughout the country.

The list below is composed from the official Institute of Advanced Motorists Test Report Form. For each heading on the Test Report Form, this document attempts to identify the "watershed" points. It gives a short description of the behaviour which will discriminate an "average" from an "above average" rider, a standard to which every Associate/Candidate should aspire before consideration is given to undertaking the Advanced Riding Test.

There are other yardsticks and other ways of interpreting Advanced Riding, for example, the often quoted "Safety, System, Smoothness, Speed". (While valid as an overall memory aid, the four S's are largely encompassed in the points covered by the System.)

Advanced Riding is much more than just the points covered below. However, an Associate who can achieve all the skills mentioned below must have other riding skills too.

These points are the minimum required to merit the description **Advanced Rider**, and have one important implication: if the rider can only just ride to the standard of the watershed points in all areas save one, there is no room for the "benefit of doubt" on the one remaining point.

Examiners will not recommend membership for any candidate whose ride gives rise to an element of doubt under test.

In general, therefore, Observers should aim to prepare Associates to a higher standard before submitting them for the Test, since it is reasonable to expect performance of some candidates to deteriorate under pressure of Test conditions.

How much higher will be determined by a variety of factors, including whether or not an Observer's time needs to be rationed because there is a backlog of Associates; the use of the Test as an intermediate goal; the type of riding that the Associate prefers, and the personal limits.

Having achieved these minimum standards, the candidate will have a good foundation on which to practise and develop riding skills. It is acknowledged that while total familiarity and application of "the System" is a distinct advantage to becoming a

legal requirements. It is the responsibility of the rider to ensure that they hold a current Driving Licence for the type of machine being ridden.

What the Examiner will expect on the Demonstration Ride

It is essential that each candidate is capable of producing a good quality Demonstration Run. This Run is not to be confused with a police Class One Run or even an Advanced Test Run. The candidate's competence as an Advanced Rider has already been established when they passed the IAM Test. What is required to be shown by the candidate is the ability to describe and explain Advanced Riding techniques.

The candidate will be expected to display demonstration skills in the areas shown below:-

Town - A safe, systematic, smooth progressive run within the speed limits.

Country - As Town (above) but note that a reasonably progressive run will suffice, maintaining unrealistic speeds is not required and could intimidate a prospective Associate.

Motorway (or other high speed road) - As Town (above) but including joining and leaving from slip roads.

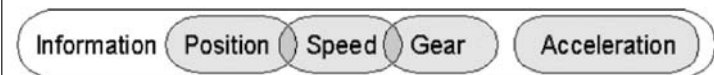
Marking

In marking the skill factor an Examiner has to decide if an Observer has passed or to advise the candidate to re-take the Test after a minimum of three months. To be satisfactory at this level an Observer will be deemed to have a skill level above 80%. This negates the need for individual marks for each error.

THE SYSTEM OF MOTORCYCLE CONTROL

The System of Motorcycle Control is a way of approaching and negotiating hazards that is methodical, safe and leaves nothing to chance

The five phases of The System of Car Control are :



MOTORCYCLE ROADCRAFT - CHAPTER 2 - 'The System of Motorcycle Car Control'

SENIOR OBSERVER PRACTICAL TEST

What the Examiner will expect on the Observed Run
The Observer should demonstrate the ability to:-

- Put the Associate at ease.
- Ascertain the Associates current degree of progress - Introduce each topic by giving any necessary explanations or descriptions of the procedures to be covered.
- Choose and explain the route - Consider your route carefully ensuring you choose roads appropriate to the subjects to be introduced. Ensure the Associate understands exactly what you expect of him/her during the Run.
- Give the Declaration - Ensure the Rider understands they are in control of the machine at all times.
- Explain direction giving - Give directions clearly, unambiguously and in good time
- Ensure a starting and stopping drill are given
- Clearly explain faults - Be friendly but firm. Couple constructive criticism with encouragement.
- Rectify faults – Explain methods to rectify those faults identified – tackle the most serious first!

At the end of the Run, the Observer should:-

- Review the ride with feed back and encouragement - Summarise what has been covered and ask if the Associate has any questions.
- Recommended reading and practice for next Ride. - Remind the Associate what to practice before the next Ride giving some idea of what standard you expect by then. Also inform the Associate of what reading would be appropriate.
- Fill in a Ride Report - Complete it before leaving the Associate. (Guidance on completing such a Report Form is in the IAM Observer Training Manual).

Observed Runs – The Declaration

The Rider MUST be verbally reminded at the start of each ride that they are deemed to be in control of the machine at all times during an Observed Run and that the machine must be roadworthy and properly insured and comply with all appropriate

successful IAM Member, they are not indispensable to achieving a test pass. The majority of experienced riders have developed their own rules for survival, whether formally trained or not.

Nevertheless, the System is the foundation of advanced riding for our purposes.

2.1 Acceleration

An Advanced Rider will be expected to apply power progressively and as smoothly as machine sympathy and road and surface conditions allow, to achieve or maintain the desired speed within the posted legal limits.

2.2 Braking

All braking will be completed in good time, and late braking will be avoided. Both brakes will be used correctly and, as a guide - when the motorcycle is upright - generally 75% to 95% front and the balance on the rear on a dry firm surface, or 50% front and 50% rear on a wet or loose surface.

These percentages are often challenged by skilled riders, but those new to advanced techniques need some indication of the usual balance of braking effort, since many have an inordinate fear of the front brake.

It is true that modern braking systems and suspensions enable most of the braking force to be applied via the front brake, but always remember, braking should not replace acceleration sense.

2.3 Clutch Control

The clutch will be used smoothly when changing gear and pulling away. It will not be used in place of the selection of a different gear ratio for a given manoeuvre, i.e. slipping the clutch.

At prolonged stops or delays, neutral should be selected and the clutch lever released, for example, at road works, signals or in heavy stationary traffic.

2.4 Gear Changing and Use of Gears

Gear changes should be performed smoothly, and changing may accompany braking or acceleration. The correct gear will be selected for the right speed for any hazard, in good time for the rest of the System to be considered in sequence.

'Block gear changes', accompanying rapid braking to a halt, should be used when required.

2.5 Steering

All changes of direction will be accomplished smoothly, not only to maintain maximum stability but also that other road users will not be surprised by sudden changes in direction. At low speeds machine control will be maintained feet up. Feet will not be trailed in emulation of race riders, either prior to stopping or when starting.

2.6 Traffic Observation

The rider should be able to "read the road" and anticipate the likely behaviour of other road users. Positioning for observation should incorporate flexibility so that danger and/or inconvenience to other road users are avoided.

2.7 Maintaining Progress

The Advanced Rider should be able to make progress up to the speed limit, when it is safe, on all types of roads. Whilst progress should be maintained, it will be sacrificed where necessary for additional safety. Restraint should also be shown where appropriate. The candidate should plan for progress, even if the conditions reduce the opportunity for making progress.

2.8 Obstructing Other Vehicles

The obstructing of other vehicles should be avoided by planning and anticipation. If caused, every effort should be made to minimise the obstruction and a courtesy signal should be extended when safe to do so.

2.9 Lane Discipline

Full use of all the lanes should be made if traffic conditions allow, but positioning should be in the left or nearside lane unless there are good reasons to adopt another. All lane changes should be made in good time, with the appropriate signal if required, and/or rear observation.

2.10 Positioning

The Advanced Rider should always position for the greatest forward vision in order to maximise "time to react". Full use should be made of nearside views, which should be acted upon if the opportunity arises. However, positioning should always be

Senior Observer Practical Test

IAM Examiners will test one candidate at a time for the Senior Observer Qualification and Senior Observer Re-qualification tests.

Both the Senior Observer Test and Re-qualifying test will be in two parts:-

- 45 minutes giving a demonstration drive (without the Associate) at the appropriate standard specified.
- 45 minutes observing a Group Associate driving/riding towards the standard specified in PYAMT.

The Senior Observer candidate will be required to provide a Group Associate for the Observed Run. The starting time and place should be mutually agreed by the Candidate, Associate, and Examiner.

The Examiner may, at any time during the test, ask for up to two advanced driving situations to be explained to the Associate.

Senior Observer Test Fee

The fee for the Senior Observer Test, conducted by an IAM Examiner, will continue to be the same as the current IAM Test Fee but only one candidate (with a Group Associate) will be tested at a time.

It is expected that Groups would fund the Test Fee (rather than expect the individual to pay) since the benefit is to the Group.

What makes a good rider ?

Good riders have a quiet efficiency in their actions and this derives from:

- *a good level of attention*
- *accurate observation*
- *matching the vehicle's speed and direction to the situation*
- *awareness of the risks inherent in particular road and traffic situations*
- *acting to keep identified risks to a minimum*
- *awareness of their own limitations and those of the machine and the roads*
- *skilful use of machine controls*

ROADCRAFT - CHAPTER 1 - 'Becoming a Better Driver'

- system of motorcycle control.
4. At the end of the 'observed run' the Senior Observer will present the candidate with two problem situations and ask how he/she would resolve them to a candidate preparing for the Advanced Motorcycling Test.

To retain Qualified Observer Status, they must:-

1. Continue to fulfil the Observed Run requirement (i.e. a minimum of 10 hours of Observed Runs per year)
2. Re-qualify every three years with the approved Qualified Observer Practical Test conducted by a Senior Observer.

SENIOR OBSERVER CRITERIA

To become a Senior Observer an individual must:-

1. Fulfil the requirements of a Qualified Observer.
2. Have carried out an additional ten hours of Observed Runs with Associates or other Qualified Observers making a total of 20 hours of Observed Runs during the preceding twelve months.
3. Achieve a "Satisfactory" Grade in a practical test with an IAM Examiner
4. Be recommended as a Senior Observer by the Examiner.
5. Name to be held on IAM HO and Group records.

To retain the Senior Observer Status, they must:-

1. Continue to fulfil the Observed Run requirement (i.e. a minimum of 20 hours of Observed Runs per year).
2. After three years, pass a practical re-test carried out by another Senior Observer.
3. After a further three years pass a practical re-test with an IAM Examiner.

Key Steps to achieving critical self awareness - the key to riding skill

- *acknowledge that attitudes affect riding performance*
- *be aware of your attitudes and recognise that they affect your risk of having an accident*
- *recognise that you are vulnerable*
- *make safety your primary concern in all your driving decisions*
- *consider your own experience of near misses or accidents and what you can learn from them*
- *carry through changes in attitude to your driving performance by applying them in every driving situation*

MOTORCYCLE ROADCRAFT - CHAPTER 1 - 'Becoming a Better Rider'

sacrificed where safety demands.

2.11 Compliance with Speed Limits

The Advanced Rider must not exceed speed limits and should ride at lower speeds, with due regard for progress, where safety demands.

2.12 Observance of Road Surfaces

An Advanced Rider should avoid riding over manhole covers, studs, loose, uneven or slippery surfaces, even in dry conditions, by applying forward observation.

2.13 Traffic Signs | Signals | Pedestrian Crossings

The Advanced Rider will observe and conform to all traffic signs, traffic signals, road markings and pedestrian crossings.

2.14 Overtaking

It is important that the Advanced Rider shows the ability to overtake safely with due regard to other road users, while being mindful of the dangers of this particular manoeuvre and being prepared to exercise restraint if necessary.

2.15 Hazard Procedure and Cornering

The Advanced Rider must recognise what constitutes a hazard, and ride in accordance with the System of motorcycle control.

2.16 Rear Observation including Mirrors

The Advanced Rider should constantly be mindful of the ever-changing conditions behind. Good use of mirrors and necessary shoulder checks are to be encouraged to achieve this aim. (See also paras 3.2 et seq. in this Manual)

2.17 Arm and Mechanical Signals

Signals will be used when other road users are present to benefit from them or when it is likely that other road users may come into view during the manoeuvre. All indications must be made giving others time to react.

Hand signals, when given, will usually reinforce mechanical signals, for example in bright sunlight which might make them less visible, or when passing several turnings before the one required.

2.18 **Effective use of the Horn**

The horn is the voice of the machine and, when used, is a warning to other road users. It should never be used in an aggressive manner, but the Advanced Rider should not be afraid to make full use of this aid when circumstances dictate.

2.19 **Machine Sympathy**

The Advanced Rider must know and appreciate the capabilities and limitations of the machine being ridden.

2.20 **Slow Riding**

The rider should be able to ride at or below a walking pace with feet up, both in a straight line and when circling. The rider should also be able to perform this in confined spaces maintaining full control at all times, by coordinating rear brake, clutch and throttle.

2.21 **Adverse Weather Riding**

An Advanced Rider will recognise the dangers of adverse weather conditions and ride accordingly.

3. **Special features of Advanced Riding for Observers in Training**

The above Standard covers the main points that an Observer should cover when preparing an Associate for the Advanced Motorcycle Test. The following paragraphs amplify certain points that will be of benefit to Observers in training.

3.1 **Mid Run briefing**

A car Observer can comment on situations when riding as a passenger without the need to stop, but a Motorcycle Observer must develop recall skills to explain errors or hazards when a mid-run debrief is deemed necessary.

If a catalogue of errors builds up, recall will become impossible, and a safe stopping place must be chosen and indicated while a particular point is still in mind.

In addition, if weather is extreme, very cold or excessively hot, a few minutes in a sheltered spot will allow a rider to settle down before continuing.

It helps to link a situation to a salient road feature, or perhaps to

TRAINEE OBSERVERS CRITERIA (from 1st Jan 2002)

Prior to carrying out any Observing, an individual must:-

1. Have completed basic Observer Training within the Group.
2. Be undergoing training to achieve Qualified status.

QUALIFIED OBSERVER CRITERIA

To become a Qualified Observer an individual must:-

1. Have carried out a minimum of ten hours Observed Runs with Associates and had six months practical experience of Observing within a Group during the preceding twelve months.
2. Achieve 80% in each section of an IAM validated Qualified Observer Written Test administered by the Group.
3. Achieve a "Satisfactory" Grade in a Group validated IAM approved Qualified Observer Practical Test conducted by a Senior Observer.
4. Be recommended by the Chief/Senior Observer.
5. Be approved by the Group Committee.
6. Have their name held on Group records.

The Qualified Observer Written Test

Achieve at least 80% in each section of an IAM validated written test administered by the Group's Chief Observer or person nominated by the Committee, and consisting of:-

1. Ten Highway Code Questions,
2. Ten Advanced Driving Questions,
3. Ten Documentation/Administration Questions.

The Qualified Observer Practical Test

1. A briefing on the points that the candidate intends to demonstrate to the Senior Observer who is acting as an Associate.
2. A 45 minute demonstration ride at the appropriate standard by the candidate acting as an Observer, to the Senior Observer.
3. At suitable points during the demonstration ride, the candidate will indicate to the Senior Observer, who is acting as an Associate, that a stop is intended. When a safe, legal and convenient stopping place is found, the candidate will give a de-brief about the preceding part of the 'observed run', referring to the relevant parts of the

5.1 Trainee Observer will have completed basic training based on that detailed in the Observer Training Manual. The Trainee will be required to take the Observer Qualification (OQ) test within 12 months.

5.2 All existing Group Observers prior to 1st January 2002 may continue as such without attaining either Qualified or Senior Observer status if they wish, although Group committees should encourage ALL Observers to become Qualified.

5.3 To become either a Qualified Observer or a Senior Observer, the Observer must satisfy the criteria detailed on the following pages.

OBSERVER QUALIFICATION AND PREPARATION

All Observer preparation, testing and re-testing is conducted at Group level except for the initial and six yearly Senior Observer Test which is conducted by an IAM Examiner.

Explanatory Notes

When a Group embarks upon the process of Observer Qualification it is recommended that:-

1. Groups may assemble their own Written Test papers using a selection of the questions provided by IAM HO. The questions are also available on disc from IAM HO.
2. Even though many of its Members may qualify as Senior Observers only a limited number should be used to carry out Qualified Observer Tests. This will help to set and maintain standards.
3. Comprehensive records, showing Membership and status of each Observer should be maintained and checked annually.
4. Details of the current Senior Observers should be forwarded to IAM Head Office where they will be held on a central register.
5. An Observer, who is a holder of an Instructor's Certificate issued by a Home Office approved Police Driving School, is exempt from the Senior Observer Test.

a conspicuous vehicle, when asking the Associate to recall the hazard or error spotted by the Observer. Do not be tempted to emulate IAM Examiners, who are trained to recite every feature of the route since the outset, until the finer points of advanced riding are understood.

3.2 Rear Observation

It is to be expected that candidates for Observer training will be well versed in the practice of observation. These paragraphs may serve as additional advice when they come to prepare an Associate for the Advanced Motorcycle Test.

Of all the subjects that are discussed among advanced riders rear observation is the most controversial. One sometimes finds nuances of interpretation that can mean the difference between an indifferent pass in one area or with one organisation and a highly praised performance in another.

For example, there may be a marked variation in emphasis placed on the need for a full head turn to obtain a rear view, and on its frequency. We all know about the rider who looks to the rear passing every lamp post!

The following notes clarify rear observation and best position.

3.2.1 Rear Observation may be defined as the practice of finding out what is behind you in the 180 degree arc from handlebar ends rearwards.

3.2.1.1 Mirror Check

Use of the mirrors to perform rear observation. Note that this may require a position change to obtain the optimum view. A rider's view can also be augmented by bringing one's eyes closer to the reflecting surface of the mirror.

The Observer should explain and demonstrate how use of mirrors is co-ordinated to the approach to hazards, e.g.

Hazard Lines - Mirrors

Advanced Warning Signs - Mirrors

Motorway Signs and Countdown Markers - Mirrors

Speed Limit Change Signs - Mirrors

The 'Mirror, Signals, Manoeuvre' procedure is helpful. Use it to evaluate whether or not mirrors are being used correctly by the Associate, i.e. seeing, not just looking.

3.2.1.2 Shoulder Check

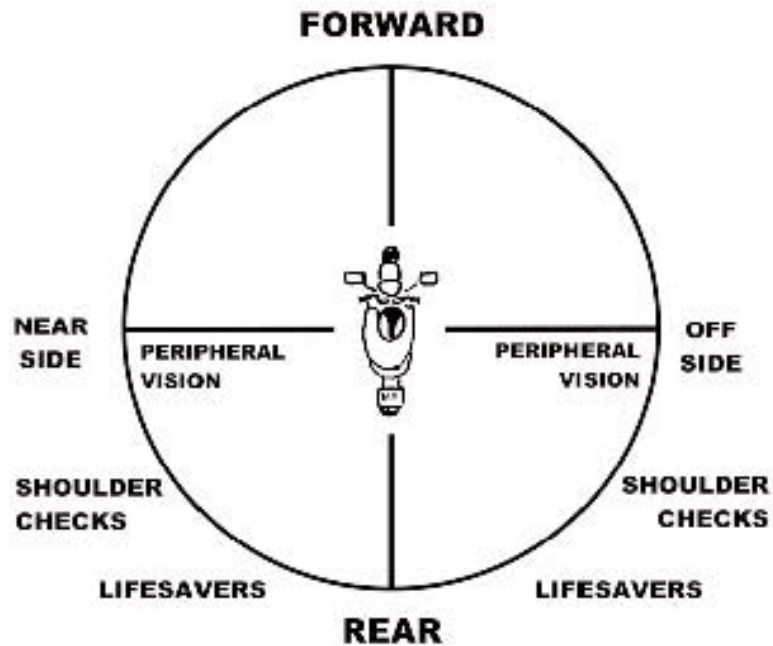
A rearwards glance to check the off side or near side blind spots, for example prior to taking up the overtaking position, or joining a major road via a slip road. This is less pronounced than a full Lifesaver. (see below)

3.2.1.3 Lifesaver

The full over the shoulder glance before executing a left or right hand turn, or any other major position change on the road.

3.2.2 Summary

The aim of the process of rear observation is to gain total awareness of anything that may influence or conflict with the rider's actions on the move, and is summarised in the diagram below.



4.12 How Many Observed Runs?

No hard and fast rules can be given for the number of runs required. Some riders need time and mileage to develop their skills and for those it will be best to tell them to take the next weeks practising, with perhaps a fortnightly meeting to check their progress.

Most Associates with good preparation should be able to achieve the Test standard within six observed runs. Some may take a little longer but others will take less.

Always remember, the best way to impart advice is by example

5. WHAT IS AN OBSERVER?

An Observer should have a thorough knowledge of the IAM 'How to be an Advanced Motorcyclist' manual, "Motorcycle Roadcraft" and the "Highway Code", including basic motoring law, and be able to demonstrate any feature of riding skill as described in them.

Additionally, all Observers should have a thorough knowledge of the Observer Training Manual.

They should preferably have ridden a range of machines of different makes, engine capacities, and gearboxes (i.e. manual/automatic) and know the capabilities of these vehicles, have a basic knowledge of bike mechanics, appreciate the different handling characteristics of machines, and should be able to appreciate the difficulties and needs of pedestrians, cyclists, cars, PCVs and HGVs, and particularly vulnerable road users (children, elderly, disabled etc).

Essential Requirement

All current/active Observers must be current Members of the IAM and the Group.

Observer Status:-

- Trainee Observer See below
- Group Observer "Grandfather" rights (see below)
- Qualified Observer
- Senior Observer

4.10.3 Give the Associate the benefit of a full standard Demonstration Run early on in the second run. A commentary to an Associate using intercom can often clarify points about Riding Plans and the System of Motorcycle Control.

Remember that your demonstration is not to show off your capabilities, but to reinforce the benefits of riding to the System as preferred by the Institute's Examiners.

4.10.4 A common problem arises in heavy traffic - to filter or not to filter. You can use a Demonstration Run to show filtering techniques, but you must explain to the Associate that they should find their own gaps in the traffic because nine times out of ten yours will have closed behind you.

4.10.5 Spend the rest of the time on practical roadwork to eliminate weaknesses in a Systematic way. Some Associates are very skilled in town traffic but hopeless on Motorways, or the reverse can be true. Either way, it is up to you to devise a programme to improve on the techniques that are below standard.

4.11 Your Communication Skills

Relate your points in a logical, practical and common-sense manner to the System set out in Roadcraft.

In this way you will be working to a country-wide standard, acceptable by all IAM Examiners, based on the Advanced Riding Standard described earlier.

Above all, maintain communication and encouragement of your Associate up to and after the Test Day.

If the Associate was unsuccessful, be sympathetic and discuss the reasons that prevented the Examiner from recommending Membership.

Care, consideration and good advice will enhance your standing as an Observer and will encourage the Associate's continuing interest in achieving the Advanced Motorcycling Standard. Always remember, the best way to impart advice is by example, hence the demonstration ride must be part of the Observer's skills

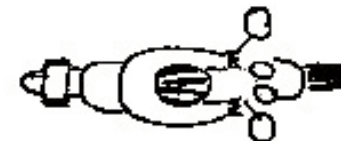
3.3 The Observing Position

Motorcycle observing is a skill different from car driver observing skills because the Observer follows the Associate rider.

Motorcycle Observers have to ensure their own safety at all times, in addition to the Associate's safety. Forward and rearwards observations must be comprehensive, anticipating problems that the Associate might encounter before they develop and compromise either rider.

Machine handling skills must be of a high standard to cope with the need to stay with an Associate, in traffic and particularly on the open road.

The optimum position for an Observer is to the left, or nearside, of the Associate, at a distance that will allow safe braking in an emergency. This practice is used by Police Instructors when training their students, and when correctly used gives Observer and Associate several advantages.



- It provides extra room to cope with hazards, and does not expose the observer to opposing traffic.
- Those new to observing may find this difficult, and explanation should be included when briefing new Observers and Associates.
- If the Observer rides on the left, the Associate has an unobstructed view in the right side mirror, and the Observer can be seen in the Associate's left side mirror.
- Both riders have the optimum forward view, the Observer can see all that the Associate should see, and they can

make an early response to developing circumstances.

- There may be times when the Observer position will compromise safety, and then the universal watch words come into play, always sacrifice position for safety.
- The 'observing position' must be demonstrated to new or potential observers by a rider experienced in the practice preferably by a currently qualified Senior Observer.
- It may be used to check the Associate's rear observational skills if the Observer drops back occasionally.

3.4 Positioning in pairs, and larger groups of riders

The IAM is first and foremost a road safety organisation. Its policy is that all members and potential members should ride with the highest possible levels of safety at all times.

The following advice should be remembered by riders travelling in large numbers.

- l When riding in a group, each rider should maintain a proper safety gap from the other riders.
- l When several groups of riders are on the same route they should do so with a proper safety gap between each of the groups.
- l Safety must never be compromised for any reason, and especially not for progress.

Each rider must make an individual decision about overtaking, based on the safety of all persons likely to become involved in the overtaking manoeuvre - it is not recommended for riders to overtake each other within the group.

3.4.1 Positioning in pairs

From the early stages of training, observers will be shown how to follow to the left of the lead rider, so long as safety is not compromised. The next few paragraphs provide more detailed

4.9 Completing the Assessment

As the run evolves, form an opinion of the Associate's overall standard and tailor the rest of the time available to bring out any strong points or weaknesses.

Do not hesitate to stop en route to discuss any vital points that emerge. It is far better to stop while an incident is clear in both your minds.

Choose a final stopping place that will allow you to discuss the run in the warm and dry over a cup of tea, coffee or whatever, to allow time for your comments to sink in.

Never recite a catalogue of all the Associate's faults.

Balance any comments about bad features of their run by referring to the good points as well.

Make sure the Associate is looking forward to their next run. Cultivate a line of communication by frequently asking for their views and opinions on your comments and advice. An Associate Progress sheet or booklet will allow a record of the points to be made and will be useful to the rider after each run.

Leave your Associate with a clear picture of their strengths and weaknesses and prioritise which items they should attend to before and during the next run. Make a firm arrangement for the next run before leaving the de-brief venue.

Involve your Associate in Total Motorcycling. Open the door to Advanced Riding so that they can enjoy it.

4.10 Subsequent Observed Runs

4.10.1 Assuming the Associate needs further work to achieve a Test-plus standard, arrange the second run very soon after the Initial Assessment to maintain their interest.

4.10.2 You will have established a rapport with the Associate and you should re-cap the main points of the assessment run as an introduction before setting off on run two.

to wait for you at the roadside in a safe place.

They should not back track on the route because of the risk of an Observer/Associate collision.

4.7.7 If you cannot find each other, proceed to the pre-arranged stopping point, at the XYZ Cafe, Little Chef, Speckled Hen, or whatever.

4.7.8 Give clear route instructions, using routes well-known to the Associate if possible, such as: "Follow the M5 from the next intersection to Hometown" or "Follow the signs to the Motorway". Keep it simple. Do not rattle off a stream of "left here, right there" instructions. Your Associate will forget them.

4.7.9 Carry with you copies of Roadcraft and the Highway Code for reference, along with a pencil or ball point and a small pad so that you can describe hazards etc. with diagrams (you don't need to be an artist), when you have completed the run.

4.8 What to look for during the Assessment Run

4.8.1 Let the Associate settle down. If nerves are obviously affecting performance, stop and discuss the run so far and then suggest you give a brief Demonstration Run with your Associate following you. Very often an Associate rides below their normal standard, just because they do not know what is expected of them.

4.8.2 Let the Associate concentrate on riding within the legal limits, in the spirit of the Highway Code, without worrying overmuch on correct route finding.

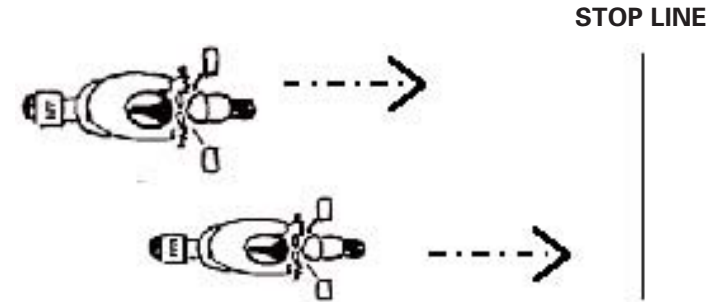
4.8.3 See if a pattern of faults is repeated, e.g. too close to vehicles ahead, poor speed and distance assessment. Look for potential danger in any fault, as this must be corrected.

4.8.4 If you witness any dangerous or illegal manoeuvre, stop as soon as possible in a safe place, and leave your Associate in no doubt as to the consequences of what they have done.

4.8.5 Use the Check List given at the end of these Guidelines.

advice to back up the advice given above.

Particularly important are the positions to be taken at junctions, traffic lights and similar hazards. It is preferable even if not always possible for riders to stay together at the approach to these hazards, to avoid being left behind when moving off.



The Observer should keep in touch by closing up when approaching traffic lights, stop lines or other hazards that could otherwise lead to the pair being separated. This will allow both riders to move off together when the lights change or hazards have been assessed.

3.4.2 The Group organised ride - See separate manual

3.5 Observing on Motorways and Dual Carriageway Roads

Trainee Observers and Associates must be advised on the correct procedures for joining and leaving Motorways and similar roads. The use of dipped headlights, overtaking, and making progress in heavy traffic should also be covered.

The most common error encountered on Motorway runs is overshooting an exit. Many Motorways have long stretches between junctions, and time will be wasted in regaining the chosen route.

Observers should give clear instructions before joining a Motorway. If there are any doubts the Observer should lead the Associate well before the selected junction.

On heavily congested Motorways and dual carriageways the manoeuvrability of the motorcycle may allow a rider to make progress through slow moving or stationary traffic, and filtering is generally acceptable.

The Highway Code has advice on overtaking on Motorways which is particularly relevant. The interpretation of 'queue' varies, and is usually taken to be a continuous line of slow moving vehicles. Motorcycle Roadcraft, has specific advice on overtaking a stream of vehicles, and this should be heeded.

Filtering in these conditions requires high degrees of skill and awareness, and should be carried out slowly, with the next safety position in view.

3.6 Radios

It is currently not a standard practice for observers to use radios whilst giving guidance however (where used) they should be for giving route directions only.

Some groups have purchased radio equipment to use when training Observers or preparing Associates for the Advanced motorcycle test.

Consider the type of headset to be used by the Associate. It must not interfere with the BSI/CE Standards that apply to the helmet. Groups should be aware of the possibility of claims for impairment of hearing as a result of using radio equipment.

Most makes of radio have limitations when used at speeds near the National speed limit, but give acceptable results around town or at low speeds. More expensive versions usually give better performance, but they are all limited by the legal conditions for open radio transmissions.

It is essential to use precise verbal instructions. Obvious dangers are the confusion of 'Go' with 'No', the use of 'OK' or similar imprecise terms, or even 'Clear' and 'Not Clear' if the first word is not transmitted or heard.

Instructions should be confined to clarifications of route, with terms such as 'take the next turn left', 'take the next exit' or 'proceed straight ahead if safe to do so'

to carry out a series of figures-of-eight. If necessary, ask them to reduce speed and/or tighten their circle radius but remember, some machines have less lock than others, and damage to a fairing is expensive. See that levers do not foul the fairing if one is fitted.

4.6.2 Watch for correct use of rear brake. The front brake is not used to control speed; the Associate must balance clutch and rear brake to maintain forward progress.

4.6.3 Make your own assessment of the Associate's machine sympathy and competence at this point, because non-involvement is your golden rule. Later on you will be following the rider and you must not get involved in an accident generated by their lack of ability.

4.7 Briefing for the Assessment Run

4.7.1 On your first Run with an Associate, explain that it is an Assessment Run to see what assistance they might need to achieve the Advanced Test standard.

4.7.2 Ask your Associate to ride in their normal manner and not to try to put on a show for you. Reassure them by remarking that it can be un-nerving to be followed by a critical rider and so you will allow them time and distance to settle down.

4.7.3 Describe very clearly the positioning you will adopt when following them. You will ride to the rear on their near side, or left side, to prevent your image blocking their mirrors' rear view. You will determine the number of machine lengths' gap when assessing their overall competence, for a skilled rider can be followed more closely than can a novice, for obvious reasons.

4.7.4 The nearside gap gives you a safety margin; you must not follow in line astern.

4.7.5 Arrange an agreed stop procedure, e.g. by an agreed headlight flash with a suitable signal, or by a safe overtaking manoeuvre followed by a signal to indicate a stopping place.

4.7.6 Agree on action to be followed if the Associate outpaces and loses you due to adverse traffic patterns or the like. Tell them

the Associate's riding kit is unsafe or otherwise below standard (e.g. scratched visor), do not hesitate to call off the Run until the faults can be remedied.

4.4.3 Find out about their riding experience and machine knowledge. Do they cover high or low annual mileage? How long have they been riding? If your Associate arrives on a "superbike", ask how long they have owned it.

(Reason: a rider with tens of thousands of miles behind them on a 200cc mount can appear to be a novice when first out on a 1000cc high performance machine.)

4.4.4 You will often find that an Associate arrives with poorly adjusted rear view mirrors. A few minutes spent obtaining the optimum settings before starting a run will ensure that your signals will be seen.

4.5 Rider's Attire

Not all riders can afford or wish to purchase matching leathers, designer boots and so on, but advise the Associate on riding kit which is safe and comfortable for the prevailing road and weather conditions.

A legal helmet with suitable eye protection, Motorcycle jacket/trousers/gloves and suitable footwear, anything of inferior quality cannot be regarded as 'Safe' i.e. Trainers, flimsy nylon jackets or similar which offer little or no impact protection. (Most riders of motorcycles have the correct attire).

Waterproofs are a necessity in the UK climate most of the year. Do not continue a run in heavy rain if your Associate is not adequately protected from the elements; a cold, wet rider is potentially a dangerous rider.

Pay particular attention to visor condition; many riders use badly scratched or tinted visors that may obscure their vision in sunlight and at night.

4.6 Slow Riding Test

4.6.1 Having chosen a suitable, safe location, ask the Associate

In general, observed runs can be covered without the use of radios, although they can be a benefit on group organised runs for route instructions when a number of riders are involved.

However with the use of second man drop off the use of radios would not be necessary. But the Lead & Tail riders may decide to be in radio contact,

Observers may find the use of radios a benefit when giving a commentary on a demonstration ride. It may also be beneficial for radios to be used for directions as the associate nears test, to assimilate what the examiner may use.

If it is the groups' decision to use radios then ALL observers should be trained and advised on the correct use and the terminology to be used.

3.7 Speed Limits

The IAM expects all members and potential members (and indeed, non-members) to comply with the law and the Highway Code in all driving practices, including all posted speed limits.

It is IAM policy that, if a candidate commits a traffic offence during the Advanced Driving Test, the Examiner is required to fail that candidate. See also the Group Handbook, Section 1.7.5 regarding policy on convictions and disqualification.

4. Observer Guidelines

These Guidelines are for use by Observers to assist their Associates to achieve a standard of riding that will enable them to pass the Institute's Motorcycle Test in a competent manner. They should be studied in conjunction with the Advanced Standards paragraphs that appear on page 5, et seq.

Readers must not interpret these Guidelines as fixed rules or formal instructions, but as notes that will help to bring their own riding standards to a higher level while assisting other, less experienced riders.

4.1 Initial Requirements

4.1.1 Make sure your machine is not only legally roadworthy, but is maintained to a high standard. Arrive at your venue promptly, or preferably early, on a well turned out machine, to make a good initial impression on your Associate.

4.1.2 Wear clothing appropriate for the weather conditions, with gloves, boots, a helmet of the best possible standard with clean eye protection, and a conspicuity aid – see the Highway Code.

4.1.3 The IAM on advice from the National Groups Committee, has decided to set a “National Maximum Contribution” (NMC) that Associates may be requested to contribute towards the running costs of an Observers motorcycle whilst conducting Observed Runs.

The “NMC” has been set at £6.00 per run with a maximum total contribution of £60.00. Other combinations of runs and expected contribution resulting in that same overall maximum may be permitted.

As many Groups/Sections do not expect Associates to contribute towards Observers running costs, the decision to request a contribution and at what level will remain with the individual Group Committee but must not exceed the NMC.

It is recommended the Group/Section collect contributions from Associates and reimburse individual Observers who wish to claim. In Groups/Sections where it is decided that Observers can receive the contribution directly from the Associate, the Group/Section must ensure that its policy is made known to the Associate.

Please note the use of “requested (or expected) contribution” to Observers running costs. It is essential that, in all written and verbal communications to Associates, this phrase is used and “charge”, “fee” etc. are never used!

4.2 The Associate's machine

Assess the general condition with discretion while introducing yourself to your Associate.

Consider:-

- tyre tread depth and side wall condition
- chain tension and condition, if final drive is not by shaft
- control cables - red rust on pivots or nipple ends is a danger sign
- indicators and stop/tail lights function (you will be relying on these to give you advance warning of the rider's intentions).
- side stand and centre stand -do stands return to their retracted positions correctly, and has the Associate used the appropriate stand for the parking position chosen?
- If in your opinion the machine is unroadworthy you should tactfully decline to conduct an Observed Ride.

4.3 The Meeting Place

4.3.1 When you arrange the first run, make sure your meeting place is known to the Associate, with no ambiguity, and clearly state the starting time.

(It has been known for an Observer to wait one side of a roundabout while the Associate waited the other side, and after a half-hour they both went home rather disgruntled, without meeting each other!)

4.3.2 Arrange also a "fall-back plan" such as, "If I have not arrived by such and such a time, phone me, proceed to point X", or similar.

4.4 Before Starting the Run

4.4.1 Put your Associate at ease. Comment on their choice of machine in a favourable way, or enquire about their riding kit and so on. Perhaps you have mutual friends in the Group.

4.4.2 If you suspect the machine may not be legal, or think that