

RIDE LEADER CHECK LIST

BEFORE THE RIDE:

1. If the route is new, prepare a map with as much detail as necessary so even the most inexperienced bicyclist can navigate his/her way back to the finish without becoming lost. Major crossroads are recommended features. Food, water, and restroom stops should be noted. Make sure the map is legible and not too “busy”. Copy an appropriate number of maps (20-50 depending on the expected weather and time of year).
2. If possible, ride or drive the course to familiarize yourself with the route. Make any changes to the map as necessary (i.e. detours, inaccuracies, road hazards, etc.). Check the mileage on your odometer. If your kike computer has an altimeter function, you might consider adding elevations.
3. Review the ride’s rating, or rate the ride if new. (See rating system on back or in each issue of the QR).

AT THE START:

1. PWTC rides depart at the published starting time. Circulate the maps and PWTC Waiver & Ride Sign-In Sheet and begin your instructions in advance of the start time.
2. Introduce yourself as the ride leader. Explain the terminology of the type of ride you are leading. For example, if you are leading a non-group ride, tell the riders they will receive a map and they are on their own to ride the course at their own pace; and the group is not expected to stay together. Ask riders to voice their concerns. Try to address/remedy these concerns to the best of your ability without compromising your own riding pleasure. Try to make all riders feel comfortable, welcomed, and informed as you can.
3. Have each rider print and sign his/her name on the PWTC Waiver & Ride Sign-In Sheet. If a rider should refuse, you cannot prevent them from riding but inform them that they are not considered to be a participant of the PWTC ride.
4. Review the map pointing out tricky turns, hazards such as gravel, dogs, etc. Denote the lunch stop, if one is planned; and regrouping points on Regroup rides.
5. Announce that bicycle helmets are required on PWTC rides, and ASTM, CPSC and/or SNELL approved helmets are strongly recommended.
6. **Remind everyone:**
 - To obey all traffic laws, including stop signs and traffic signals
 - To warn following cyclists of up coming hazards
 - The last cyclist in a group should warn of traffic approaching from the rear by yelling “car back”
 - To be considerate of motor vehicle traffic and other cyclist
 - To ride no more than 2 abreast
 - To ride single file on narrow roads or when someone warns “car back”
 - To ride towards the right to allow faster riders to pass on the left. Faster rider should pass on the left and warn the rider being passed (“on your left”, or ding your bell).
 - To not pass faster riders who have stopped at stop signs or traffic signals. (This causes potentials for accidents by forcing the faster rider to re-pass)
7. Suggest that riders offer assistance to any fellow rider who is having trouble (i.e. flat tires or other mechanical problems).

8. Consider reminding everyone that we are there to ride with other cyclists and to try to find other to ride with, even on non-group rides. Be friendly, we are not racing here.
9. If there is a large turn out on a Non-Group ride, invite riders to start early to reduce traffic congestion at the start of the ride.
10. Thank everyone for coming out and remind them to ENJOY THE RIDE AND HAVE FUN.
11. If you notice any rider with a dangerous or unsafe bicycle, please advise him/her of the problems and strongly suggest that they do not ride. You cannot prevent them from riding but inform them that they are not considered to be a participant of the PWTC ride.
12. Designate a "tail rider/sweep" on Group, Family and Developmental rides.

AFTER THE RIDE:

1. Obtain any feedback from those just completing the ride (i.e., map accuracy, readability, rating accuracy, comments on roads, like & dislikes, etc.)
2. If you learn of any accidents, injuries, or other problems that may have occurred during the ride, call to find out what happened and the condition of the rider(s). (We all should be concerned for the well being of our fellow riders, plus the information gathered may help reduce the risk of an accident or injury in the future)
3. If the map needs a revision, please make the necessary corrections and send a copy to the Road Captain or Assistant Road Captain.
4. Send the sign-in sheet, and any comments in the supplied self-addressed stamped envelope. Be sure the ride name, ride date, and ride leader's name is filled in. Non-club members do not have to indicate mileage and will not have a rider's number.)

RATING SYSTEM

- A. Basically flat, no steep hills
 - B. Gently rolling terrain with one or two short, sheep hills
 - C. Moderate terrain with rolling, short, steep hills, or moderate, sustained climbs
 - D. Difficult terrain with longer, steeper hills
 - E. Extreme terrain with frequent, steep hills, and long, sustained climbs
- STEEP HILL: Requires low gears or standing out of the saddle required
SUSTAINED CLIMBS: Examples: Chehalem Mt. Rocky Butte, Mt. Scott (D rating)
LONG, SUSTAINED CLIMBS: Examples: Timberline Rd. Rocky Point Road (E rating)