



Nene Valley Chapter



EST. 2001

NENE VALLEY CHAPTER HANDBOOK

Chapter No. 9946

**Issue No. 5.2
Revised September 2023**

www.nenevalleyhog.co.uk



CONTENTS

Page 3	History of the Chapter; What's included in your membership.
Page 4	Welcome and Information for Members;
Page 5	Chapter Membership and definitions.
Page 6	Classifications of Events; Club Night; Introduction to Rideouts; Website
Page 7	Facebook; Using Social Media; Club Run Awards; Ladies of Harley.
Page 8	Chapter Officers; Committee meetings; AGM.
Page 9	Financial management; Road Crew.
Page 10	Code of Conduct; Complaints Procedure; Privacy Statement; Dissolution of Chapter
Page 11	Chapter Rideouts in detail
Page 14	Chapter Points Run Awards
Page 15	Privacy Statement and GDPR

History of the Chapter

Nene Valley Chapter formed in June 2001 with the opening of Wayside Harley-Davidson. In 2004 the Magic Group, part of a group that also owned Thames Valley and Dockgate 20, bought the dealership renaming it Silverstone Harley-Davidson. All recognised Chapters are sponsored by a Harley-Davidson dealership, although following the closure of Silverstone H-D we are without a sponsoring dealership. Until such time that a new dealership opens that could adopt the Chapter, it retains its status as an official H.O.G. Chapter through an agreement directly with H.O.G. UK.

In June 2006, Nene Valley Chapter officially twinned with Orval County Chapter in Belgium. As a club, we have gone from strength to strength with a steady

healthy membership base. We currently have members from all around Bedfordshire, Buckinghamshire, Northamptonshire, Oxfordshire, Warwickshire, Leicestershire, and Cambridgeshire and even as far away as Nottingham, Birmingham, Central London, Dorset and Sussex.

We are a very active riding and social chapter with our members participating in many events throughout the year. There are ride outs planned for most weekends and some weekdays during the riding season.

Nene Valley also supports charities, both local and national, with members regularly holding events to raise money.

Included in your Membership

- Club meetings held once a month
- Regular newsletter
- Organised rides (Ride outs)
- Ladies of Harley
- Year Pins - (see picture below of the main pin and year pin bar for 2007).
- Mile High Club – trophy for most miles ridden.
- Dealership discounts (when available)
- Informal rides
- A range of Nene Valley Chapter specific merchandise
- Own Website with dedicated members area
- Access to the Chapter Facebook page
- Social events e.g.: Parties, Rallies, Quiz Nights
- Club Run Award. The Picture below shows the Main (10 point) pin and subsequent pins. A detailed guide is on page 14.
- Saddle tramp award for most points gained.



Welcome and information for Members

Welcome to your Chapter.

Nene Valley H.O.G. Chapter welcomes all new, existing and returning members, to feel part of a friendly group of like-minded people enjoying their Harley experience. This handbook provides you with information about the organisation and running of the Chapter and will hopefully encourage some members to become more involved with helping organise the future development of the Nene Valley Chapter.

Annual Charter for H.O.G.® Chapters

The Harley Owners Group® (H.O.G.) is an organization founded and sponsored by Harley-Davidson® Motor Company. The purpose of the local chapter is to promote responsible motorcycling activities for H.O.G. members by conducting Chapter activities and encouraging participation in other H.O.G. events. Chapter activities and operations shall be conducted in a manner consistent with a family-oriented, non-political, and non-religious philosophy. Each Chapter must be sponsored by an authorized Harley-Davidson dealer. The decision to sponsor a Chapter shall be undertaken solely at the dealer's discretion. An authorized Harley-Davidson dealer may sponsor more than one H.O.G. Chapter. As mentioned on page 3, the Chapter does not currently have a

sponsoring dealership but Harley-Davidson intend to appoint one in the area in the future.

The Annual Charter is the document that defines the relationship between the local Chapter, the sponsoring dealer and H.O.G. The Director and other Officers shall uphold the Annual Charter in all Chapter business and activities. It also describes the roles and responsibilities of the Director and Primary Officers plus the Secondary Officers. This is available to download from the Chapter website and should be read in conjunction with this Chapter Handbook. A more detailed description of the roles of the Committee is in the Committee Handbook and available on the web site.

Chapter Membership

To be a Chapter member you must be the registered owner of a Harley-Davidson motorcycle and a confirmed full member of H.O.G. If your spouse/partner also owns a Harley-Davidson motorcycle, then they must also be a full H.O.G. member or a H.O.G. Associate member.

Nene Valley Chapter is a member's only Chapter. All members must abide by the Annual Chapter Charter and sign the annual membership application form, which contains the membership disclaimer. If you do not sign the yearly membership application form and/or do not have a current H.O.G. membership, you waive the right to being a Chapter member. Once your membership has expired, you will stop receiving the

monthly magazine and no longer be able to fully access the Chapter website or Facebook group. Your Chapter membership is valid for 12 months. It is our Chapter policy for all Members to renew their Chapter Membership on 1st March yearly. Members will be invited to renew prior to 1st March via email, with our bank details to facilitate direct online payment. Applications can be returned by email preferably, post or at club night. Members who have joined during the previous year will have paid for a full year when joining, and at the subsequent 1st March will be invited to renew for a full year, but only paying renewal dues on a pro-rata basis for the expired term of their first-year membership.

Membership definitions

SINGLE: £20.

JOINT: £30. This covers the main member and their spouse/partner living at the same address.

Non Riding Guests: The Chapter is keen to promote a family friendly environment; therefore, non-riding guests are welcome to attend any Chapter meetings, social or ride events if accompanied by a Full Chapter member. Please note however, that guests are not eligible to vote at meetings, or to any of the benefits of full Chapter membership. Other guests are treated as below.

Guest Members – members may introduce guests to the Chapter, but must accompany him/her and will be responsible for their guests. No member can introduce more than 1 guest on any one day.

Harley Riding Guests - H.O.G. Guests who are not Chapter members may participate in 2 rides and 2 events but must be accompanied by a Chapter member. They must sign the disclaimer at the start of the ride stating they are a guest.

Non-Harley Riding Guests - may participate in 2 rides and 2 events and will ride behind the rear RCs to comply with BMF insurance requirements. They must be accompanied by a H.O.G. member and sign the disclaimer at the start of the ride stating they are a guest.

All Guests - All Guests will be encouraged to become members of H.O.G, and then a Chapter member.

Events

The Chapter runs 3 types of events:

1. **Open event** – open to anyone.
2. **Closed event** – members can bring 1 guest. Members can also bring direct family members such as partners/spouses and children.
3. **Members only event** – H.O.G. members only

All members are allowed to bring guests as above but must make the guests known to the event organiser, sign the disclaimer and be responsible for their guests.

Club Night

Club night is held at The Walnut Tree Inn, 21 Station Road, Blisworth, Northants, NN7 3DS on the second Wednesday of every month from 7:30pm onwards. There is no set format to these evenings apart from the Director's announcements, (usually somewhere around 8.30 p.m.).

During these announcements, the Director reads out the names of new members who have joined since the previous club night. Please don't feel intimidated by this, it's meant to make you feel welcome and introduce you to the other members.

The Membership Secretary and all other Committee

members are usually at club night so if there is anything we can help with, please feel free to come and ask.

When you come to your first club night, please ask for the Membership Secretary who would like to meet you and introduce you to a few members. It can be difficult to remember lots of names and faces, so introductions will be limited to a few key people to start with.

Rideouts

Most ride outs take place on the weekend although there are mid-week evening ones occasionally. Details of all rides are on the Events Calendar, on the Chapter website, listed on the back cover of the Chapter magazine, set up as an event on Facebook and also e-mailed to you.

Our usual meeting place for ride outs is currently McDonald's, Towcester on the A43. If the meeting

place is somewhere other than this, it will be contained in the ride out details. Should you wish to join a ride somewhere along the route, please let the lead Road Captain know beforehand.

It is important that all members joining a ride out (rider and pillion) print and sign their names on the ride out sheet held by the organising Road Captain.

Website

As already mentioned, we have our own website:

www.nenevalleyhog.co.uk

To access the members' only section, please follow the registration instructions. It may take a little while before your access is granted as the Webmaster has to check with the Membership Secretary that you are a member before processing your request. Once you have registered, it will help other members know who you are by providing the Webmaster with your photo and you can also decide how much other information to include on the site i.e. contact details, etc.

The website contains important documents like the H.O.G. Annual Charter, Chapter minutes, Past Chapter magazines, Chapter Handbook, Committee handbook and the application / renewal form. It also shows upcoming events and a Forum page for members to post topics of interest.

On the sign on page, there is a link to the Chapter terms and conditions of use of the website and these should be read before first signing on. The document is also stored under the docs and points tab and is available for downloading or viewing"

Facebook

The Chapter has 1 Facebook group:

1. ***Nene Valley H.O.G. Chapter***

This Chapter members' only Facebook group is used to keep members who have joined this group

up to date on events in the Chapter. It is also used as a communication tool for members to post items of interest. If you are a Facebook member, then send a request to join this group.

Using Social Media

The Chapter has no wish to restrict the freedom of speech, civil liberties, or human rights of its members but members are advised to use caution and discretion when using social media to discuss matters relating to the dealership (when opened), the Chapter or another Chapter member, H.O.G. or Harley-Davidson. Please observe the code of conduct (on page 10) when making comments as

the administrator monitors the content on each group and will delete any that are abusive or offensive to other members. The offending member may have their post deleted and barred from using that group. In more serious cases, the member may also be subject to the complaint's procedure detailed later in the Handbook.

Club Run Awards

On arriving at the meeting point for the start of a ride, please make sure you see the Road Captains to put your name on the Club Run Award list. It is also a requirement for insurance purposes. If you join the ride somewhere along the route, please put your name on the list when the ride stops somewhere. If your name is not on the list you won't get your points for that ride.

Points are allocated for each ride and rally you take part in and at the end of each year the person with the most points is awarded a trophy. A commemorative pin is awarded to each chapter member when they reach ten points. There are also pins awarded for set milestone points with the first one being 25 points. More information is included later in this handbook.

Ladies of Harley ("LOH")

LOH was established by H.O.G. to encourage women to become more active within H.O.G. and their local Chapters. It is not a separate organization, but rather another part of the benefits of H.O.G. More and more women are moving from the passenger seat to their own bikes and LOH are there to represent female members on the Committee and make sure everyone can be involved with their activities, events, gatherings, and ride outs. It is

important to know that "LOH " do NOT have to be motorcycle riders, you can simply be an enthusiastic passenger who is willing to participate a little or a lot – the choice is yours. Not all events involve being on bikes, but whatever LOH organise it is for all members, not just the ladies. See your LOH Officer for more information.

Chapter Officers

There are 6 primary officer positions:

- Dealer Principal (when available)
- H.O.G. Chapter Manager (when available)
- Director
- Assistant Director
- Secretary
- Treasurer

If there is a dealership then these positions would be appointed by the dealership. In the absence of a dealership, individual Chapter members put their name forward for which ever position they wish to represent. They will be interviewed by the Director to judge their suitability for the above positions and ensure there is no conflict of interest before being invited to pursue their nomination at the AGM. If there is more than one candidate, then a ballot will be held as described below. The Director is elected by the membership at our Awards Night.

In addition to the Primary Officers, Secondary Officers may be elected to the following positions: Activities Officer; Ladies of Harley Officer; Head Road Captain (elected by the Road Captains); Editor; Historian; Photographer; Safety Officer; Webmaster; Merchandise Officer; Social Media Officer, Charity Officer and other roles as

required.

Primary and Secondary Officers are elected for a 2-year term and each person must seek re-election at the appropriate AGM if they wish to continue. Members will be made aware 12 weeks before the AGM of positions for re-election as follows:

- **January club night** - inform members of forthcoming elections and those positions for re-election. Members will have 3 weeks to register an interest.
- **February magazine and club night** - Membership informed if incumbents are standing, or anyone else registering an interest.
- **March club night** - ballot box available for those in attendance. Postal/Email voting slips will be sent for those not at club night. All voting slips to be received by the Secretary by end of March.
- **April AGM** - announce successful candidates.

If a Primary or Secondary Officer should resign during their term of office, then the Director will appoint a temporary replacement. They will then have to seek election at the AGM in accordance with the procedure described.

Meetings

The Committee made up of Primary and Secondary Officers meet up quarterly and "ad hoc" to discuss Chapter business. Each Officer reports on the activities during the period within their remit. Minutes

of these meetings are taken by the Secretary and published on the Chapter website and included in the monthly magazine.

Annual General Meeting ("AGM")

The AGM will be held on Club night in April each year (the second Wednesday of April). The AGM will have the following agenda:

1. Apologies
2. Minutes of the previous AGM
3. Matters arising
4. Director's Report
5. Secretary's Report
6. Treasurer's Report
7. Dealer Principal Report (if there is one)
8. Election of Committee members
9. Any Other Business

Any matters to be discussed, or questions to be put to the Committee, under "Any Other Business" are at the discretion of the Director and must be received in writing by the Director at least 14 days prior to the meeting.

Financial Management

The Chapter bank account is maintained by the Treasurer. Two (2) different Primary Officers from the Director, Assistant Director, the Treasurer, and the Secretary sign all cheques, drafts, or other orders for the payment of money issued in the name of the Chapter. The same rules will apply to any online payments in the name of the Chapter, namely that two (2) Primary Officers, from those already listed above, authorise said online payments using the bank provisions provided.

The Treasurer prepares a financial summary of the Income and Expenditure incurred on behalf of the Chapter for the Committee meetings.

The Treasurer also prepares the annual accounts for the Chapter for distribution to the members at the AGM. In future, the year-end will be the last day of February each year.

Road Captains

The Chapter Road Captains ("RCs"), and a Safety Officer are managed by the Head Road Captain ("HRC"). All Road Captains shall be appointed by the Director and the HRC and their appointment will be based on the general suitability, criteria of riding ability, personal disposition and commitment to the Chapter's ride out program, HRC to be elected by the RC's. To be eligible as a RC they must:

- Lead a ride out of RCs to show their competency to lead Chapter ride outs.
- It is advisable that a H.O.G. RC training course has been completed.
- It is also advisable that a first aid course or bikerdown course has been attended.
- They must lead at least 2 ride outs and tail another 2 rides in the season.
- They must wear high-vis tabards when undertaking their role.
- Once appointed, RCs normally stay in this role until they resign.

The HRC is selected from the group of RCs to represent them on the Committee. This is subject to approval by the Director before being invited to seek nomination at the AGM for a 2-year term.

The HRC, RCs and the Safety Officer will endeavour to maintain and promulgate safe standards of riding. They must make all riders aware that they are responsible for their own riding and safety. They also have the final say as to the competence, fitness, behaviour or road-worthiness of any machine or person (Chapter member or guest) participating in an organised ride out and have the authority to require that person to remove themselves from the ride out. In the absence of the HRC or Safety Officer, the authority rests with the designated lead RC to action this.

Code of conduct

The Chapter strongly discourages its members from engaging in any dangerous or adverse activity. Any member engaging in a dangerous or adverse activity may be subject to suspension or expulsion.

The Chapter requires all its members to treat everyone with value and respect, regardless of their race, nationality, ethnic origin, religion, disability, or sexuality. The Chapter expects all members to show tolerance, and to respect the beliefs and views of others, even if they are not in line with their own.

Chapter members are encouraged to socialise, integrate, establish relationships, and nurture friendships with other Chapter members. However, if in doing so a member or members are seen to be creating a sub-group with its own identity or recruiting for another riding club within a Chapter, they may be deemed to be working in opposition to the Chapter and its aims and asked to relinquish their Chapter membership. The following behaviours may be considered evidence of those intentions: - arranging rides for Chapter members that conflict with those on the Chapter's officially recognized and dealer approved ride schedule and that could be construed as being an

official Chapter ride or event, not just a gathering of a small group of friends - arranging meetings or social gatherings, generally targeting Chapter members through communications other than official Chapter communication channels - creating logos, promotional materials, Facebook pages, newsletters, patches, merchandise or other items using a name other than the Chapter's to establish the identity of another riding group and undermine the ethos, spirit, values and cohesiveness of the chapter - creating a forum for Chapter members to negatively and publicly comment on the Chapter and/or its sponsoring dealer or dealership staff. It is recognised that Chapter Members may be members or be affiliated with other motorcycling organisations or other H.O.G. Chapters. This may affect a Chapter members eligibility to apply for a Chapter Officer position. You should consult your Chapter Director or Sponsoring Dealer for Chapter-specific by-laws that may apply if you are a member of another riding club. Action taken against any member exhibiting antisocial behaviour, which is in direct opposition to the ethos of the Chapter, H.O.G.. or basic human rights will range from a formal warning to expulsion from the Chapter and be dealt with subject to the Complaints Procedure detailed below.

Complaints Procedure

In the event that any member of the Chapter should exhibit behaviour, which is anti-social, bullying, disruptive, disrespectful or in contravention of the ethos of the Chapter or H.O.G. then the following complaints procedure has been devised to deal fairly with any such incidents in the absence of a Sponsoring Dealer:

- Any such complaint(s) must be put in writing to the Chapter Director
- The Director will write to the member about whom the complaint has been made and make that person aware of the accusations brought against him/her.
- This member will then have 14 days in which to make a written reply. (There will be no discussion on a "one to one" basis)
- If the member chooses not to reply, a decision will be made based on the information already received.
- The Director, in consultation with the Primary Officers will then decide based on the information received.
- A letter giving details of the decision will be

forwarded to the member against whom the allegations were made.

- This decision is final and there is no appeal process.
- Action taken against any member exhibiting antisocial behaviour which is in direct opposition to the ethos of the Chapter, H.O.G. or basic human rights will range from a formal warning to expulsion from the Chapter.

In the event that a decision is made to suspend or revoke a membership in the Chapter, the person in question will receive a letter from the Director confirming the cancellation. This letter will give the reason for the cancellation in clear concise terms. The member's Chapter dues will be refunded for the year and a copy of the cancellation letter will be sent to the appropriate Regional H.O.G. Manager.

If there is a complaint made about the Director, then this will be dealt with by the Dealer principal (when available) and the regional H.O.G. Manager.

Privacy Statement

The Chapter has developed a Privacy Statement in response to the General Data Protection Regulations. A copy of this statement is appended to this handbook as Appendix A.

Dissolution of Chapter

Should events dictate the dissolution of the Chapter, all debts will be paid from the Chapter account(s). Excess funds will be donated to a Charity or Charities to be decided by majority vote of the Committee.

Chapter Rideouts

Rideouts are Chapter Rides organised and led by the Chapter RCs. On group rides it's necessary for all involved to understand that an individual's actions can affect the safety of other group members. Group rides are not for the selfish. Group members must be prepared to give thought and consideration to the safety of others, and the enjoyment of all. Ride outs usually take place on Sundays or Saturdays. Details of the rides are published in our Chapter magazine as well as the Chapter Website and Facebook page. Any last-minute changes notified will be updated in the Events calendar and may be followed up with a Global E-mail. You are therefore encouraged to check this before a ride.

Most rides leave from McDonalds, A43, Towcester and you are asked to be there on time with full fuel

tanks and empty bladders. Your participation in these rides is entirely voluntary and it cannot be emphasised enough that you take responsibility for your actions as well as their effect on others. Most rides will be scheduled to include fuel stops but personal refreshment should not be taken for granted unless it's specified in the ride information (shown in events). If you have any dietary requirements e.g., diabetic, you should always plan for this and inform the lead RC accordingly.

All rides have a briefing by the lead RC before setting off and it's in your interest to ensure you take note of what is said. Remember - Riding in a group can be a very pleasurable way of enjoying our machines so - **Ride Safe and Have Fun.**

The Second Rider Drop Off Technique

Groups of five or more will have a clearly identified lead RC and one, possibly 2, tail RCs. Normally, these riders will be familiar with the planned route for the ride-out. RCs at the lead and tail(s) will be wearing High Visibility jackets. The lead RC takes responsibility for briefing the group prior to moving off. He/she will follow a predetermined route while the next rider in the group, the "second rider" will be ready to act as a marker for a change in direction. To do this, he/she will be asked to pull over in a safe manner by the lead RC who will point to his lower left just before or after a change of course/direction. Roundabouts are to be treated as any other junctions. At junctions, the second rider will stop in a safe place to show following riders the new route. However, there is no need to do a second rider drop off at junctions where the main road direction is straight on, and the ride is following that direction.

The second rider remains stationary until the arrival of the tail RC(s) who will be expecting you to re-join the ride in front of them. The second rider then re-joins the ride and takes up a new position immediately ahead of the tail RC(s). If there are 2 tail Road Captains, please take up position in front of the first one. As the journey progresses all the riders in the group, apart from the lead and tail RCs, will have their turn as the second rider. As you pass the stationary rider this is your cue to move to the opposite side of the staggered formation i.e., if you were on the outside of the formation, you will now need to move to the inside.

As previously stated, group riding is not for the selfish, it's not a race so don't chase the rider ahead but do keep at least 3 riders behind in view at all times - slow down and/or stop and wait if contact with

the following riders is lost. Develop a safe attitude and ride with pride. Maintain a good margin of safety at all times, whether it be the gap between riders, the distance from opposing traffic, keeping within the capabilities of machine and rider and observing all speed limits (remember, some of us still have pre-Twin Cam 88 brakes). Overtaking opportunities should be taken as they are presented but, if in doubt, hold back.

On straight open sections of road, riders should aim to ride in a staggered formation. The lead RC will ride in a central position and the second rider should ride on the left side of the lane. This allows the lead rider to have a good view to the rear and makes it easier for the second rider to pull over and stop at junctions. The third rider then takes up a position on the right side of the lane and so on. The tail RC(s) will also ride in a central position, so that the lead and tail riders can see each other along the central gully between the other riders in the column. *(Note that crossing over from inside to outside staggered riding position (or vice versa) can be hazardous if the gaps between riders are too short. Remember the two-second rule and maintain a safe distance).*

It is not always possible or safe to travel in a staggered formation, e.g., on narrow roads, when adopting the correct line for a bend, or when part of the lane surfacing is in poor condition. In these cases, riders should move into single file and increase the distance from the rider immediately in front. When the group stops, riders should close up, side by side so that the group occupies the minimum length of road necessary. This is especially beneficial in built-up areas in getting as many Harleys through a junction or traffic light sequence in as short an interval of time as possible.

Buddy System Riding Technique

At the complete discretion of the Lead RC on any ride, it may be advantageous to use the Buddy System Riding Technique. The Lead RC will confirm what is expected of those members on the ride before it commences. There will normally be no 2nd rider drops. The riders will simply follow the person in front of them whilst always keeping the rider behind in view via their mirrors.

Should the rider behind fall back out of view, then the rider in front will slow down to enable them to catch up. Once in view then the rider will continue on. The ride will always continue straight on, unless otherwise indicated. All riders **MUST** make sure that the rider following them understands if there is to be a change of direction. This system enables the ride to progress more efficiently.

Safety First

On ride outs, we want everyone to always ride safely and within their abilities. To avoid the need for anyone to have to "ride like a nutter" to keep up with the bikes in front, we use the "second rider drop-off" technique to signpost the route taken by the ride-out. Then everyone can ride as if they were out on their own and just enjoy their bike, the road and countryside. There is a *no overtaking protocol* within the group on ride outs. The caveat to this is stated in the trike policy below where trikes can be overtaken

where safe to do so, again for safety reasons. This means that, after setting out from each stop, riders should keep to a fixed running order and a **safe distance**. A group ride out is not a race, but participants should expect to ride up to and at the speed limit in force. Group riding therefore may not be suitable for members who are not prepared to do this. Please also note that ***overtaking riders on the inside is extremely dangerous and should never be attempted under any circumstances.***

Trikes Policy

Chapters have seen an increased use of trikes on rides recently and as such we propose that the way they are dealt with during a ride is as written below.

The physical characteristics of a trike make it more difficult to place in certain circumstances like tight drop offs and when the need arises to filter through traffic. Because of that, trikes will, whenever possible, be included in the ride out the same as any other bike but will not be expected to ride in a staggered formation but keep to the centre of their lane. The bike following should then adopt a position to the right of centre in that lane so as to give the rider maximum visibility and also be in a position to overtake the trike should the need become apparent. The rest of the ride will adopt a staggered formation behind the following bike as normal.

As the trike nears the front of the ride, as the process of drop offs takes place, they will safely allow other riders to overtake them well before they reach the 'second rider' position, allowing for a safe drop off. If possible, the trike should move back several places to allow at least four bikes to be between him/her and the lead Road Captain, thus allowing for quick drops in places like towns or multiple junctions.

If a trike finds itself in the second rider position the lead RC may indicate him to stop as a drop off if safe to do so or signal to the third rider to drop instead. The trike will then use the first opportunity to allow the ride to overtake, placing themselves nearer to the rear of the ride.

At times, rides encounter traffic jams and may be required to filter through traffic. We strongly advise that this practice is not adopted by trikes and that they stay in the traffic. It will have been their responsibility to have the location of the next stop or final destination address of the ride so they can arrive safely in their own time. It may be that a tail rider stays with the trike(s) in this instance.

If the obstacle causing the jam is apparent and it is entirely possible that the ride would only be delayed a short time then it is advised that the lead RC waits and does not filter, allowing the trike to remain with the ride. If necessary, a discussion between a tail RC and lead RC could take place to determine how the ride progresses, but, at the end of the day, it is the lead RC decision as to how to proceed.

When joining the chapter, all trike riders will be given a copy of the chapter trike policy and will, by signing the ride out sheet at the start of the ride, be accepting it as the way they will be expected to ride.

If preferred by the rider and in agreement with the lead RC and tail RCs, a trike can alternately ride either between the two tails, remaining part of the ride or follow the ride out behind the two tails. If they choose to ride behind the ride then they may not be deemed as 'part of the ride' and may not be covered by the same benefits. This is their choice.

The Golden Rules of Rideouts

1. Arrive on time with full fuel tank and empty bladder.
2. Always ride in a staggered formation wherever possible with the rider behind the Lead RC being closest to the Kerb. Ensure you leave sufficient space between you and the next rider – The safe distance
3. Always keep the rider behind you in view. If for any reason you cannot see them – SLOW DOWN - this will then cascade up the ride to the Lead RC.
4. It's not a race, no over or undertaking.
5. Be aware that you are responsible for your own actions. These may have an effect on those around you. Think about what you are doing and what effect it may have on others
6. On passing the dropped off rider (2nd rider drop off) prepare, then move when safe to take up your new position i.e. if you were on the right in the staggered formation you will now be on the left.
7. When dropped off (2nd rider drop off) ensure you are alert to the arrival of the tail RCs and move off in front of them if safe to do so.
8. If you are leaving the ride at any time **WAVE GOODBYE** i.e. indicate you are leaving the group and are OK .If not the riders behind you may continue to follow you .It also tells the RCs that you are OK so they will not stop or follow you as well.
9. Ride Safe and Have Fun.

Ride Disclaimer

This is signed by all Chapter members and constitutes part of the application form.

Nene Valley Chapter, its officers and representatives accept no legal liability for accident, injury, loss or damage incurred whilst riding on an organised Chapter ride out or at any other time. You are responsible for your own safety at all times. Whilst

RCs will give you indications of actions to be taken i.e., 2nd rider drop offs, it is and must remain your decision whether or where to stop to ensure both the safety of yourselves and other road user's. If any RC feels that your riding represents a danger to you, or any other road user, you will be asked to leave the ride out - this is not negotiable.

Riding Formation

Formation before 2nd rider dropped off

Nearside Kerb



Formation after 2nd rider dropped off

Nearside Kerb



Chapter Points Run Award

Eligibility

To be eligible for points you must be a member of "The Chapter" and if riding you must be on a Harley-Davidson or Harley-Davidson derivative.

Rideouts / Event criteria

- It must appear on "The Chapter" website events page or be sanctioned by "The Chapter".
- It must be advertised for at least 72 hours before the date of the ride.
- There must be at least three (3) Harleys from "The Chapter".
- There must be a RC or nominated member from "The Chapter" leading the ride. (A nominated member is a non-RC whom the HRC has agreed can lead a ride).
- It must be open to the whole of "The Chapter"
- Some rides will have limited numbers, which are allocated on a first come first served basis, these are eligible for points.
- One point will be awarded for each qualifying ride out attended with half a point being awarded for attending an event without your Harley.
- Two points will be awarded for a Chapter weekend in the UK and three points will be awarded for a Chapter ride in Europe.

Rally Criteria

- It must be an official Harley-Davidson/H.O.G. or be sanctioned by "The Chapter".
 - You must ride your Harley at the rally.
 - You must stay overnight for at least one night.
 - Two points will be awarded for each qualifying UK rally attended.
 - Three points will be awarded for each qualifying non-UK rally attended.
 - Half points will be awarded if you attend a qualifying rally but do not meet all of the criteria.
- Exceptions: Club nights, Poker runs, Chat rooms, Dealership "Bikers" nights and ride outs at rallies do not qualify for points.

Register

To ensure you get all the points to which you are entitled you must complete the register sheet for each event attended. The register sheet will be held by the lead RC on a ride out or by the Club Run Coordinator/Nominated committee member at other events. It is your responsibility to put your name on the register.

Awards

A commemorative pin will be awarded to each member of "The Chapter" who gains a cumulative total of ten points. Milestone pins will be awarded for gaining 25, 50, 75, 100 and 125 cumulative points up to 300 points.

In addition to the pins, a trophy and rocker will be awarded to the rider and the pillion who gain the most points in each year. The year will run from 1st December to the next 30th November for the purpose of the Club Run Award – this is to allow time for production of name plaques for the trophies.



Nene Valley H.O.G. Chapter (9946)

PRIVACY STATEMENT AND THE GENERAL DATA PROTECTION REGULATIONS

Nene Valley H.O.G. Chapter is part of the Harley Owners Group. It retains its status as an official H.O.G. Chapter through an agreement directly with H.O.G. UK. The Chapter has a management Committee made up of members from the Chapter and takes its responsibility for the Protection of your personal data seriously. This privacy statement tells you what to expect when we collect personal information about you.

The General Data Protection Regulations (GDPR) came into force on 25 May 2018 and is designed to unify data privacy requirements across the European Union and works in conjunction with the Data Protection Act 2018. There are several data protection principles and these detail how data on individuals are obtained, stored and processed as below: -

- a) data must be processed lawfully, fairly and in a transparent manner in relation to individuals.
- b) must be collected for specified, explicit and legitimate purposes and not further processed in a manner that is incompatible with those purposes.
- c) must be adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed.
- d) must be accurate and, where necessary, kept up to date; every reasonable step must be taken to ensure that personal data that are inaccurate, having regard to the purposes for which they are processed, are erased or rectified without delay.
- e) must be kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the personal data are processed.
- f) must be processed in a manner that ensures appropriate security of the personal data, including protection against unauthorised or unlawful processing and against accidental loss, destruction or damage, using appropriate technical or organisational measures.

What data will we hold on you

We will only collect such personal data from you as we need in order to enrol you as a member, be able to contact you by telephone, digital communication, and by post. We will also hold data about the rides you have attended on rideout sheets to determine the points you have accumulated each year for the annual awards. If you wish to be considered for the Chapter high mileage award each year, we will also record the mileage you have achieved for each Harley bike you own. Should you partake in one of the Chapter away weekends or rallies, then the lead rider or organiser will hold details of your bookings.

How will we keep your data?

Member data is stored on servers in a modern, secure, purpose-built data centre in the UK; the hosting company is ISO27001 certified. All personal data is encrypted and protected by two factor authentication. All changes are mirrored across backup servers in real time and hourly encrypted system backups are sent to a second secure data centre, also in the UK.

Our Promise to you

Your data will only be kept on our records for the purposes of Chapter related activities and also sending you your annual subscription reminder.

How will we keep your details up to date?

We will as far as reasonably practical endeavour to keep up to date with your data. We do however rely on you to advise us if your details change. You will have the opportunity to update your details at the annual renewal date.

How long will we keep your data for?

Your data will only be kept for so long as you allow us to keep it, you can request for it to be deleted at any time. Application / renewal forms are scanned and the digital copy is kept for 6 years which is a H.O.G. and Inland Revenue requirement. The original form is shredded afterwards, trips and events will be shredded after each event is finished.

Your rights

Under the Data Protection Act 2018 and The General Data Protection Regulation 2018 you have rights as an individual which you can exercise in relation to the information we hold about you. You have a right to Complain to the Information Commissioners Office if you consider that we have breached our data obligations.

Chapter website

The Chapter website contains important documents like the H.O.G. Annual Charter, Chapter minutes, Chapter Handbook, Committee handbook, accumulated points and the application/renewal form. It also shows upcoming events and a Forum page for members to post topics of interest. To access the members' only section, please follow the registration instructions. You will need to provide a user name and password to be set up.

Security

The website is hosted in the US but it is a members' only website with access by password. So care must be taken to protect your password. The website has a security certificate to provide greater security for information held on the website. All the website registration details are only accessible by the Webmaster and other admin Officials as necessary.

If you contact us via social media or email

The Chapter has accounts with Facebook and other Social Media platforms, and these 3rd parties will have their own appropriate filters and security controls. The Chapter Facebook group is for members only, so a request to join has to be sent to the administrator. The content is only visible to members and is also monitored by the administrator.

Complaints or queries

The Chapter tries to meet the highest standards when collecting and using your personal information. For this reason, we take any complaints we receive about this very seriously. We encourage members to bring it to our attention if they think that our collection or use of information is unfair, misleading or inappropriate. We would also welcome any suggestions for improving our procedures. If you want to make a complaint about the way we have processed your personal information, you can contact us at secretary@nenevalleyhog.co.uk. The Chapter Secretary is the chapter data protection Officer.

Access to personal information

You have a legal right to know what data we hold on you. We will address this if you make a 'subject access request' under the GDPR. If we do hold information about you we will:

- give you a description of it
- tell you why we are holding it
- tell you who it could be disclosed to
- let you have a copy of the information in an intelligible form

To make a request to the Chapter for any personal information we may hold, you need to put the request in writing addressing it to the Secretary. If we do hold information about you, you can ask us to correct any mistakes.

Links to other websites

This privacy statement does not cover any links within the website linking to other websites. We encourage you to read the privacy statements on the other websites you visit.

Changes to this privacy statement

We keep our privacy statement under regular review and will be updated if any future legislation requires it or a problem is found with our systems. Responsibility for keeping the statement under review rests with the current Chapter Secretary who also has the role of Data Protection Officer.

How to contact us

Details on how to contact us can be found on the website, in the monthly magazines or by speaking directly to the Secretary at the monthly club nights.