

# 417<sup>TH</sup> BASE SUPPORT BATTALION SAFETY OFFICE

MEMORANDUM FOR Motorcycle Safety Foundation (MSF) Student

FROM: 417<sup>th</sup> BSB, Safety Office

SUBJECT: Motorcycle Basic Riders Course (BRC)  
Motorcycle Experienced Riders Course (ERC)

1. In order to be scheduled for an upcoming Motorcycle Safety Foundation course, you and your supervisor must sign this letter and return it to the 417<sup>th</sup> BSB, Safety Office sponsoring the course. The motorcycle class is held at the **Harvey Barracks, Bldg. 113 (Center Court)**. Class start time is 0800-1700 hours. Students should make every effort to be flexible during the days the course is scheduled, as weather and other unforeseen delays may cause the course to run longer than scheduled. Cancellations must be called in to the sponsoring 417<sup>th</sup> BSB, Safety Office at **355-1670**. Commands of students that do not show up to the course will receive a no-show letter.
2. Instructors will inspect motorcycles (using the T-CLOCK inspection) and protective gear prior to class start. Equipment or students that do not meet requirements, minimum safety features or standards will not be allowed on the training range. The determination made by the instructor is final. The T-CLOCK inspection form is attached. Typical problems found are excessively worn/bald tires, worn brakes, and sticking throttles. A motorcycle found to be unsafe for the range (and considered not roadworthy) will not be allowed to leave the course. The student will be required to make appropriate arrangements for removing/fixing the motorcycle without having to ride it.
  - Your motorcycle must pass a T-CLOCK inspection (conducted by the MSF instructor) at the beginning of the MSF course. If your motorcycle does not pass the T-CLOCK inspection, you will not be allowed to proceed through the course. The T-CLOCK inspection form is available at the 417<sup>th</sup> BSB, Safety Office. This form may be used to conduct a self-inspection of your motorcycle at anytime, however, you must ensure that your motorcycle meets the safety standards required for the course.
3. Course descriptions and enrollment requirements are:
  - a. Course Descriptions:
    - **Motorcycle Basic Riders Course (BRC):** The BRC is a 2-day course aimed at beginning riders of all ages. This course is both classroom instruction and practical riding on a controlled motorcycle range. Students will use their own (or borrowed) motorcycles in the course. In this course, you'll learn how to operate a motorcycle safely, with a lot of emphasis on the special skills and mental attitude necessary for dealing with traffic, straight-line riding, turning, shifting and stopping. You'll gradually progress to cornering, swerving and emergency braking. In the classroom you'll learn about the different types of motorcycles, their controls, and how they operate. You'll find out how alcohol and other drugs affect your ability to ride safely. A very important segment of the course will show you how to create your own strategy for riding in traffic, and dealing with critical situations. The course concludes with a knowledge test and skill evaluation.
    - **Experienced Rider's Course (ERC):** The ERC is a one day course designed for motorcyclists that have at least 12 (recent) months or 3000 miles of riding experience. Increasing numbers of seasoned riders attend the ERC to hone their skills and fine-tune the mental skills needed for survival in traffic. In the instruction part you'll discuss with your peers how to balance the mental and physical aspects of safe riding, manage risk, increase visibility and optimize your lane position. The ERC also covers protective gear, rider responsibility, motorcycle inspection and care, the effects of alcohol and other drugs on riding, and a skill evaluation and knowledge test. Using your own motorcycle, you'll put into practice the techniques of managing traction, controlling rear-wheel skids, stopping quickly, cornering and swerving. If a borrowed motorcycle is used for the course, it should be of the same size class as the motorcycle that you are experienced on.

b. Class requirements are:

- **Valid permanent or temporary USAREUR or host nation license BRC (students (beginning riders) may trailer their motorcycles or have a licensed/trained operator ride it for them to/from the range).**
- **Motorcycle with valid insurance, to be shown at sign-in (Have a FULL tank of gas)**
- **Motorcycle Helmet (DOT, ANSI, Snell, or approved host nation equivalent)**
- **Eye Protection (helmet visor/shield or goggles)**
- **Gloves, full fingered**
- **Sturdy footwear (Over the ankle, hard-soled, with low heels)**
- **Long sleeve shirt or jacket and long pants (sturdy design)**
- **Clothing for inclement weather (i.e. raingear, warm clothing, etc.) Civilian attire is authorized for this course. RAIN or SHINE, we will hold the class. Instructors or program administrator make the call regarding severe weather.**
- **Water and snacks for your own use.**

4. The attendance of a MSF classes within the last three years, is a requirement to get a permanent motorcycle license in USAREUR (see UR 190-1), effective 1 Oct 2003. Military and civilian personnel are exempt from duty on class days and do not pay (including annual leave) for this training. If called out of class, students will not be credited any portion of the course.

5. Motorcycles may be borrowed for the motorcycle course. **Owner must sign this letter below, if the motorcycle is borrowed.** If the student is borrowing a vehicle it is the owner and student's responsibility to ensure their vehicle will be insured if damaged. The owner must sign and date this letter understanding these requirements.

\_\_\_\_\_ *Owner's Name (PRINT and SIGN)* \_\_\_\_\_ *Date*

6. Course participants and their supervisor will sign below and the participant will return this signed letter to the sponsoring 417<sup>th</sup> BSB, Safety Office. At such time, the participant will be formally signed up to attend. As signed letters are returned, class slots are filled; delays in returning this letter may mean no slots will be available. Students are advised that a minimum class size must be maintained. If the minimum class size is not achieved, the class may be cancelled and students are notified.

*Please Print Clearly*

Last, First, MI	Rank	Unit	Work and Home Phone #
Email address:			

I am requesting to attend the 2 day BRC / 1 day ERC (circle one) scheduled for \_\_\_\_\_. I will review this form prior to class to assure I have all necessary items. I also understand the above requirements and that I must not operate a motorcycle until I have successfully completed the MSF course and have fulfilled all the other licensing, legal, and base requirements for operating a motorcycle.

\_\_\_\_\_ *Student's Signature* \_\_\_\_\_ *Date*

As the student's supervisor, I have reviewed the individual's work schedule. He/She is released on the above dates to attend the course.

\_\_\_\_\_ *Supervisor's Name (Please PRINT and SIGN)* \_\_\_\_\_ *Date*