

**AGREEMENT BETWEEN  
INSURANCE CORPORATION OF BRITISH COLUMBIA  
AND  
MOTORCYCLE SKILLS ASSESSMENT FACILITY**

This Agreement is made by and between:

**INSURANCE CORPORATION OF BRITISH COLUMBIA**  
(hereinafter referred to as ICBC)

and

**[Owner's Name (if DBA)]  
[SCHOOL NAME]  
[Address]  
[City], BC [Postal Code]**  
(hereinafter referred to as the Facility)

**WHEREAS:**

- A. ICBC seeks to achieve program efficiencies in the assessment of Class 6 and 8 learner applicants by authorizing Motorcycle Skills Assessment Facilities in the community who have the required skills and knowledge to administer the Motorcycle Skills Assessment;
- B. ICBC seeks to increase access to Motorcycle Skills Assessments for persons seeking to obtain an unrestricted Class 6 or 8 learner's licence;
- C. ICBC is authorized under the *Motor Vehicle Act* to approve driver education courses given by a licensed Driver Training School, and may reduce the waiting periods for tests required to reduce the restrictions on a Class 6 learner's licence;
- D. The Facility is licensed under Division 27 of the Motor Vehicle Act Regulations as a Driver Training School, unless specifically exempted under Division 27.01 or Division 27.02;
- E. The Facility has specialized skills and knowledge in the operation of motorcycles requiring a Class 6 or 8 learner's or driver's licence and imparts these skills and knowledge to motorcycle rider Trainees through a comprehensive ICBC Approved Course of instruction;

- F. The Facility is able to assess consistently to ICBC motorcycle skills testing standards.

**NOW THEREFORE**, ICBC and the Facility, in consideration of their mutual duties and responsibilities to one another hereinafter set forth, agree to the following:

## 1. Definitions

In this Agreement, the following terms have the meanings set out below:

**“Approved Course”** means the Motorcycle Skills Training Program (MSTP) conducted by the Facility according to the terms of this Agreement, including conduct of the Motorcycle Skills Assessment.

**“Certification”, “Certify” or “Certified”** means the driver training certification form issued to a motorcycle rider Trainee who has successfully completed the Approved Course under this Agreement (MSA).

**“Division 27”** means Division 27 of the Motor Vehicle Act Regulations (*Motor Vehicle Act*).

**“Driver Examiner”** means a person employed by ICBC and qualified to conduct driver examinations.

**“Earliest Exam Date”** means the minimum waiting period between the issuance of a Class 6 or 8 learner licence and the earliest date that a Trainee may schedule a test.

**“Group Training”** means instruction provided to more than one student at a time.

**“Individual (One-on-One) Training”** means instruction provided to one student at a time.

**“Motorcycle”** means a standard two-wheeled motorcycle, scooter, electric motorcycle, automatic motorcycle, or any other motorcycle-type vehicle, provided permission to use such a vehicle is sought from ICBC before used by the Facility.

**“Motorcycle Rider Trainee” or “Trainee”** means a person who is taking a Facility’s Approved Course.

**“Motorcycle Skills Assessment” or “MSA”** means a test conducted by an Assessment Officer to observe and evaluate a rider’s competency in executing a series of prescribed manoeuvres on a motorcycle that is

conducted to the same standards as a Motorcycle Skills Test (MST) conducted by a Driver Examiner.

**“Motorcycle Skills Assessment Officer”, or “Assessment Officer”** means a person employed by a Facility to assess motorcycle rider Trainees using the Motorcycle Skills Assessment as set out in Schedule B.

**“Motorcycle Skills Test” or “MST”** means a test conducted by a Driver Examiner to observe and evaluate a rider’s competency in executing a series of prescribed manoeuvres on a motorcycle.

**“Motorcycle Skills Training Program” or “Motorcycle Skills Training” or “MSTP”** means the course of instruction delivered by the Facility and includes the minimum standards and training requirements set out in Schedules A and C.

**“Rider”** means a driver of a motorcycle and the terms “rider” and “driver” are used interchangeably in this Agreement.

**“Signing Authority”** means a person entrusted by the Facility to sign forms or maintain records on behalf of the Facility.

**“Unrestricted Class 6 or 8 Learner’s Licence”** means a Class 6 or 8 learner’s licence with the supervisory and speed restrictions removed.

## 2. Term

2.1. This Agreement is effective on the date the Agreement is signed by both parties and shall remain in effect until 11:59 p.m. of the expiry date of the Facility’s corresponding Driver Training School licence, unless terminated earlier by ICBC or the Facility in accordance with this Agreement.

2.2. The Facility’s continued participation in conducting training and MSAs, after the expiry of this Agreement will be at ICBC’s sole discretion. ICBC does not guarantee renewal or extension of this Agreement beyond its original term or any renewal or extension thereof.

## 3. Certification Authority

3.1. The parties recognize and acknowledge that the certification of a Class 8 Trainee by the Facility and waiver of testing requirements by ICBC does not allow the minimum waiting period (Earliest Exam Date) to be

waived for the purpose of obtaining an Unrestricted Class 8 Learner's Licence from ICBC.

- 3.2. ICBC may, in its sole discretion, waive the requirement to take a Motorcycle Skills Test at an ICBC office for Trainees assessed and certified by the Facility under paragraph 3.1.
- 3.3. Despite the foregoing, ICBC reserves the right, in its sole discretion, to require the following:
  - 3.3.1. that an MST be conducted by a Driver Examiner for any reason whatsoever, including, but not limited to, the purpose of random testing to assess the abilities of Trainees certified by the Facility and to monitor the assessment standards of the Facility;
  - 3.3.2. that the Facility revise its Motorcycle Skills Training Program, should ICBC change its requirements for course content and/or delivery method; and
  - 3.3.3. that the Facility revise its content and conduct of the MSA, should ICBC change its requirements for Motorcycle Skills Test content and/or delivery method.
- 3.4. The parties recognize and acknowledge that the certification of a Trainee by the Facility and waiver of testing requirements by ICBC does not guarantee the issuance of an Unrestricted Class 6 or 8 Learner's Licence without compliance by the Trainee with any medical or other requirements established by the Superintendent of Motor Vehicles or by ICBC.

#### **4. Responsibilities of ICBC**

- 4.1. ICBC is solely responsible for licensing drivers under the *Motor Vehicle Act*. Nothing in this Agreement constitutes a delegation of licensing authority to the Facility, and ICBC reserves the right, in its sole discretion and under the terms of the *Motor Vehicle Act* to deny the issuance of an Unrestricted Class 6 or 8 Learner's Licence to an applicant certified by the Facility.
- 4.2. ICBC will, before accepting a Facility's certification forms for the purpose of issuing an Unrestricted Class 6 or 8 Learner's Licence to an applicant, satisfy itself that the Facility is competent to evaluate the skills, knowledge and ability of the applicant.
- 4.3. ICBC will conduct audits of the Facility, including but not limited to its staff, equipment and training sites, from time to time in its sole

discretion, to ensure that the MSA standards of the Facility are fair and consistent with those of the MST as set by ICBC, and that the Facility is otherwise in compliance with the terms of this Agreement.

- 4.4. If, in ICBC's opinion, the Facility is not applying standards fairly and consistently, or is not in compliance with the terms of this Agreement, ICBC may, in its sole discretion either:
  - 4.4.1. Provide the Facility with written notice of the problems and give the Facility such period of time as ICBC sees fit to remedy the problems to ICBC's satisfaction, failing which ICBC will terminate this Agreement at the end of such notice period; or
  - 4.4.2. Terminate this Agreement forthwith.

## **5. Responsibilities of the Facility**

- 5.1. The Facility shall comply with all terms of its Driver Training School licence, where applicable, and Division 27 at all times.
- 5.2. The Facility shall comply with and maintain at all times during the term of this Agreement the Requirements for the Approved Course set out in Schedule A and C attached hereto.
- 5.3. The Facility shall comply with and maintain at all times during the term of this Agreement the Assessment Standards as set out in Schedule B attached hereto.
- 5.4. The Facility shall maintain records as required under the terms of this Agreement and Division 27, as applicable.
- 5.5. The Facility shall submit reports at such times as required by ICBC, on the forms prescribed by ICBC.
- 5.6. The Facility shall apply to ICBC in writing for approval for each person to act as Signing Authority or Assessment Officer(s), and shall provide ICBC with their names and sample signatures.
- 5.7. The Facility shall provide the driver licence numbers of each driver training instructor and Assessment Officer who will teach the Approved Course, prior to their acting as instructors or Assessment Officers, respectively.
- 5.8. The Facility shall provide the names and driver training instructor licence numbers of the instructors who will teach the Approved Course, prior to their acting as instructors.

- 5.9. The Facility shall apply to ICBC in writing for approval of any changes to the names of Signing Authorities or Assessment Officers prior to their acting as a Signing Authority or Assessment Officer under the terms of this Agreement.
- 5.10. The Facility shall neither implicitly nor explicitly guarantee the issuance of a driver licence upon completion of the Facility's Approved Course or upon certification by the Facility.

#### Advertising

- 5.11. The Facility shall not make reference in any advertising to the conduct of driver examinations, certifications or road tests on behalf of ICBC, except that the words "ICBC Motorcycle Skills Test may be waived upon successful completion of the Approved Course and Motorcycle Skills Assessment" may be used.

#### Written notice

- 5.12. The Facility shall provide written notice to each Trainee that:
  - 5.12.1. certification by the Facility does not guarantee that ICBC will issue an Unrestricted Class 6 or 8 Learner's Licence;
  - 5.12.2. The Trainee may not submit the certification form to ICBC until the Earliest Exam Date indicated on their Class 8 learner's licence; and
  - 5.12.3. ICBC may require a certified Trainee to be retested by a Driver Examiner.
- 5.13. The Facility shall only conduct training of a Trainee in accordance with the provisions of this Agreement and any supplementary requirements or conditions that ICBC may give to the Facility in writing from time to time.
- 5.14. The Facility shall only assess competence of a Trainee in accordance with the provisions of this Agreement and any supplementary requirements or conditions that ICBC may give to the Facility in writing from time to time.
- 5.15. The Facility shall comply with all applicable laws, statutes and regulations, including, without limiting the generality of the foregoing, those of the Government of Canada, the Province of British Columbia and by-laws of any city, municipality, town, village or regional district in which the Facility operates.

- 5.16. The Facility shall indemnify and save harmless ICBC, its directors, officers, servants, agents, and employees from and against all claims, losses, damages, costs and other proceedings made, sustained, brought or prosecuted in any manner based upon, occasioned by or attributable to any injury, infringement or damage arising from any act or omission of the Facility, its employees, agents or any other person for whom the Facility is responsible at law, in the performance or purported performance of this Agreement.

#### Course Approval Status

- 5.17. The Facility shall allow ICBC to disclose to the general public, the name, address and phone number of the Facility, the class of instruction provided, and the Facility's course approval status.
- 5.18. The Facility shall make available for viewing a true copy of its driver training school licence, if required; indicating MSA authority at all times when training and/or assessments are being conducted.
- 5.19. If not required to hold a driver training school licence, the Facility shall make available for viewing a true copy of any documentation indicating MSA authority at all times training and/or assessments are being conducted.
- 5.20. A true copy of an Assessment Officer's Certificate of Qualification must be available for viewing at all times when training and/or assessments are being conducted.

### **6. Record Keeping Requirements**

- 6.1. The Facility is required to maintain records for an additional three years beyond the three years as set out in Division 27 of the *Motor Vehicle Act Regulations*, for a total of at least 6 years.
- 6.2. The Facility is required to maintain records for students taking, or having taken, an Approved Course separate from all other Facility records.

#### Monitoring and Reporting

- 6.3. The Facility shall, during regular business hours and at all other reasonable times, permit ICBC or its designates to do the following:
  - 6.3.1. Visit and inspect the premises used for operation of the MSTP;
  - 6.3.2. Examine all records, and all materials and equipment used in the operation of the Facility;

- 6.3.3. Attend and monitor the conduct of Motorcycle Skills Training and/or MSAs; and
- 6.3.4. Copy records and other material pertaining to the operation of the Facility, or remove such records and other material from the Facility's premises for copying.
- 6.4. Within 10 days of a request from ICBC, the Facility will provide ICBC with information concerning the following:
  - 6.4.1. Information pertaining to the Facility's eligibility to conduct MSAs;
  - 6.4.2. Records that the Facility is required to maintain under the terms of this Agreement.

## **7. Termination**

- 7.1. The Facility may terminate this Agreement at any time by giving notice in writing to ICBC.
- 7.2. ICBC may terminate this Agreement at any time for any reason whatsoever by giving not less than 30 days written notice to the Facility.
- 7.3. Despite (7.2), if the Facility contravenes any provision of this Agreement, or any provision of the Motor Vehicle Act or Motor Vehicle Act Regulations, ICBC may terminate this Agreement forthwith, with or without written notice.
- 7.4. For greater certainty, and without limiting the generality of the foregoing, if ICBC terminates this Agreement under paragraph 4.4, 7.2 or 7.3 or in any other manner permitted under this Agreement, the Facility will not be entitled to either an appeal or show cause hearing.
- 7.5. This Agreement is automatically terminated without written notice if the Driver Training School's licence is suspended, cancelled or if ICBC refuses to renew the licence as per the provisions of Division 27 of the Motor Vehicle Act Regulations.

## **8. Notices**

- 8.1. Notices and communications in writing required or desired to be given pursuant to the Agreement shall be mailed to ICBC at the following address:

**Insurance Corporation of British Columbia  
Driver Training Unit  
P.O. Box 3750  
Victoria, BC V8W 3Y5**



and to the Facility at the address shown on the first page of this Agreement, or at such other address as either party may give notice to the other party in writing. Notices shall be deemed to have been given when delivered, or 72 hours after postmarked in British Columbia.

8.2. For the purpose of this Agreement, "in writing" shall be deemed to include written correspondence delivered by email.

## **9. Entire Agreement**

9.1. This Agreement which includes all attached Schedule(s), constitutes the sole and entire agreement between ICBC and the Facility relating to the authority to assess and certify Trainees as to their competency to operate motorcycles as set out in this Agreement. This Agreement supersedes and replaces all previous agreements between ICBC or the Superintendent of Motor Vehicles and the Facility relating in any manner to the authority to assess or certify Trainees as to their competency to operate motorcycles.

9.2. ICBC may amend the above terms and conditions at any time by so notifying the Facility in writing. The Facility will have 30 days after any such notification to indicate to ICBC that it does not accept the amended terms and conditions, in which case ICBC may, in its sole discretion, withdraw the Facility's Agreement. If the Facility does not respond to such notification within 30 days of its receipt, it will be deemed to have accepted the amended terms and conditions.

## **10. Assignment**

10.1. The Facility may not assign this Agreement or any part of it without the prior written approval of ICBC. This Agreement is binding upon the parties and shall enure to the benefit of the parties, their successors and permitted assigns.

10.2. Any change in the control of the Facility shall be deemed to be an assignment.

10.3. Any change in the control of the Facility shall require the vendor to proactively disclose to the purchaser that it must enter into and meet all requirements of a new Agreement with ICBC, unless otherwise specifically authorized in writing by ICBC.

## **11. Arbitration**

Any dispute or disagreement arising out of this Agreement or a breach of this Agreement shall be settled by a single arbitrator appointed in accordance with the provisions of the Commercial Arbitration Act of British Columbia.

## **12. Interpretation**

- 12.1. In this Agreement, unless expressly provided or the context otherwise requires, words importing the masculine gender include the feminine and neuter gender and vice versa, and words in the singular include the plural and vice versa.
- 12.2. This Agreement shall be governed by and interpreted in accordance with the laws of the Province of British Columbia. The parties attorn to the exclusive jurisdiction of the courts of British Columbia in all matters arising in connection with this Agreement.
- 12.3. The invalidity of any particular provision of this Agreement shall not affect any other provision(s) and the Agreement shall be read as if such invalid provision(s) were omitted.
- 12.4. The headings in this Agreement have been included for convenience of reference only, do not form part of this Agreement, and are not intended to interpret, define or limit the scope or meaning of this Agreement or any of its provisions.
- 12.5. Time is of the essence of this Agreement in all respects.

## **SCHEDULES**

Schedules A, B and C are attached to and form part of this Agreement.

**IN WITNESS WHEREOF** the parties have executed this Agreement effective the day and year written below:

**SIGNED AND DELIVERED BY THE FACILITY:**

Name and Title: \_\_\_\_\_  
(Please print name and title)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

in the presence of:

Name of Witness: \_\_\_\_\_  
(Please print name of witness)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AND SIGNED ON BEHALF OF ICBC:**

Name and Title: Dylan Michael, Manager, Driver Training Industry Support

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**EFFECTIVE DATE OF AGREEMENT:** \_\_\_\_\_

**EXPIRY DATE OF AGREEMENT:** \_\_\_\_\_

## **Schedule A - Requirements for Approved Course**

The following are the requirements which must be met and maintained by the Facility at all times during the term of this Agreement in order to be eligible to have its Motorcycle Skills Training Program approved by ICBC and in order to conduct Motorcycle Skills Assessments.

### **1. General Requirements**

- 1.1. The Facility must be a legal entity, in compliance with all applicable requirements for registration under the British Columbia Company Act, Partnership Act or any other applicable law.
- 1.2. The Facility must be licensed as a Driver Training School, if required, and otherwise comply with Division 27 of the Motor Vehicle Act Regulations.
- 1.3. The Facility must use only curriculum, facilities, and equipment that have been approved as acceptable by ICBC.
- 1.4. The Facility must conduct a minimum of one (1) MSTP during any two-year period. If more than two years elapses between the end of a course and the start of the next course, ICBC may require the facility to conduct and qualify on an assessment of a pilot course as a condition of renewal of this Agreement.
- 1.5. ICBC reserves the right to waive or change the minimum in 1.4 where the Facility applies to ICBC in writing and provides acceptable reasons for such waiver or change.
- 1.6. The Facility must submit its Motorcycle Skills Training Program to ICBC for approval and any changes subsequent to this approval must be resubmitted to ICBC for further approval. Once approved by ICBC, the Motorcycle Skills Training Program will become part of the Approved Course.
- 1.7. The Facility must, upon request, submit to ICBC for approval information about their training program including, but not limited to:
  - 1.7.1. Course outline and schedule in a format prescribed by ICBC;
  - 1.7.2. Lesson plans in the format prescribed by ICBC;
  - 1.7.3. Locations where the program will be conducted; and
  - 1.7.4. Diagrams of practical training areas including dimensions.

## 2. Training Program

### Minimum Course Hours

- 2.1. With respect to group training, the Motorcycle Skills Training Program must provide, at a minimum:
  - 2.1.1. Seven hours of classroom or theory training;
  - 2.1.2. Nine hours of practical training; and
  - 2.1.3. Two hours of additional time that can be used for either theory or practical training.
- 2.2. With respect to individual one-on-one training, the Motorcycle Skills Training Program must provide, at a minimum:
  - 2.2.1. Six hours of classroom or theory training; and
  - 2.2.2. Six hours of practical training for individual one-on-one instruction.
  - 2.2.3. If any portion of the theory training hours are provided to more than one student at any time, 2.2.1 does not apply, the Facility must therefore ensure that the theory training threshold in 2.1.1 is satisfied.
  - 2.2.4. If any portion of the practical training hours are provided to more than one student at any time, 2.2.2 does not apply, the Facility must ensure therefore that the theory training threshold in 2.1.2 is satisfied.

### Time Requirements

- 2.3. The Facility must deliver its Motorcycle Skills Training Program in a manner that meets the following requirements:
  - 2.3.1. Not deliver more than six hours of practical instruction to a Trainee, exclusive of breaks, in any one day;
  - 2.3.2. Not deliver more than six hours of classroom instruction to a Trainee, exclusive of breaks, in any one day;
  - 2.3.3. Not deliver more than two hours of continuous practical instruction to a Trainee without a minimum 15 minute break;

- 2.3.4. Not deliver more than 90 minutes of continuous classroom instruction to students without a minimum 10 minute break;
- 2.3.5. Not deliver more than eight hours of combined practical and classroom instruction to a Trainee, exclusive of breaks, in any one day;
- 2.3.6. Not include time spent on breaks, or observing the practical instruction or assessments of other Trainees toward course time requirements;
- 2.3.7. Each Trainee must complete the Approved Course, including the qualifying MSA in no more than 365 days from the date the Motorcycle Skills Training Program begins, unless otherwise authorized in writing by ICBC;
- 2.3.8. The instructor must be present in the classroom during classroom instruction ;
- 2.3.9. The instructor must be present to supervise all practical training;

#### Classroom standards

- 2.4. The Facility must adhere to the following classroom standards:
  - 2.4.1. Provide a learning space equipped with a seat and solid writing surface for each Trainee in a classroom;
  - 2.4.2. Provide classroom space that is used exclusively as a classroom while a class is in session;
  - 2.4.3. Provide a minimum of 1.5 square metres (16.15 sq. ft.) of floor space, exclusive of space taken up by furniture or equipment, for each Trainee in a classroom;
  - 2.4.4. Provide a minimum of 4 square metres (43.06 sq. ft.) of floor space for each instructor in a classroom;
  - 2.4.5. Not instruct more than 25 Trainees in any one classroom session;

#### Practical training standards

- 2.5. The Facility must adhere to the following practical training standards:
  - 2.5.1. All areas used for practical training must be approved by ICBC in advance of using them for the MSTP.
  - 2.5.2. Conduct practical training in an area that conforms to the following requirements:

- 2.5.2.1. Training must not be conducted on a public highway;
- 2.5.2.2. The area must be secured from public vehicle traffic with gates, barricades, or large pylons;
- 2.5.2.3. The area used for the majority of practical training must be paved;
- 2.5.2.4. The area must be able to accommodate practical training exercises that are appropriate to teach all of the control skills needed to safely operate the motorcycle, including: gear shifting up and down, countersteering (push-steering), and higher speed braking;
- 2.5.2.5. The area must be appropriate for the number of students being trained at one time, minimizing any “wait time” for exercises;
- 2.5.2.6. The area must be able to accommodate a riding circuit that links a variety of manoeuvres; and
- 2.5.2.7. Training exercises must be set-up to avoid obstacles and hazards, including other riders, and allow for buffer zones;
- 2.5.3. Not instruct more than five Trainees per instructor in any one practical session.
- 2.5.4. During MSA testing only, an instructor, not involved in conducting MSAs, may instruct up to nine students provided the following requirements are met:
  - 2.5.4.1. No new or more advanced skills are being taught during that time; and
  - 2.5.4.2. The area must be able to safely accommodate the number of students using it.

### **3. Instructor Qualifications**

- 3.1. Instructors must meet all applicable requirements of Division 27 of the Motor Vehicle Act Regulations.
- 3.2. Maintain knowledge and skills through a combination of instruction and refresher training that is acceptable to ICBC.

#### **4. Student Competency Checkpoints**

- 4.1. The Facility must evaluate and record student progress at the mid-point of practical training, using a student record form, and provide each student with individual feedback as to their progress towards meeting course competencies.
- 4.2. The Facility must evaluate and record student progress prior to the conduct of the MSA, using a student record form, and provide each student with individual feedback as to their progress towards meeting course competencies and readiness for the MSA.

#### **5. Course Evaluations**

- 5.1. The Facility must provide each Trainee with an opportunity to anonymously evaluate the course, and the instruction, so that feedback may be used by the Facility for continual improvement and/or to monitor customer satisfaction.

#### **6. Vehicle (Motorcycle) Requirements**

- 6.1. Motorcycles used for training and assessments must be registered and insured, and designed for use on public highways, as approved by ICBC.
- 6.2. Motorcycles must be equipped with mirrors and operational turn signals and brake light(s).
- 6.3. Limited-speed motorcycles, motorcycles equipped with sidecars and three-wheeled motorcycles and any other motorcycle-type vehicle not previously approved by ICBC are not acceptable.

#### **7. Guest Speakers and Non-Licensed Instructor Assistants**

- 7.1. Individuals other than licensed driver training instructors (e.g., expert guest speakers) may provide theory training in the classroom up to a maximum of 10% of classroom theory time, provided a licensed driver training instructor is present and supervising the delivery of theory training.
- 7.2. Individuals other than licensed driver training instructors (e.g., expert trainers from another jurisdiction) may provide practical training up to a



maximum of 10% of practical training time, provided a licensed driver training instructor is present and supervising the delivery of practical training.

## **Schedule B - Assessment Standards**

The Facility must meet and maintain at all times during the term of this Agreement the Assessment Standards set out in this Agreement.

### **1. Assessment Officers**

- 1.1. Assessment Officers must:
  - 1.1.1. At all times adhere to the requirements set in Division 27 of the Motor Vehicle Act Regulations.
  - 1.1.2. Hold a valid Class 6 Driver Training Instructor's Licence permitting the conduct of practical training;
  - 1.1.3. Upon application, provide proof of having conducted a minimum of 300 hours of class 6/8 driver training, including a minimum of 200 hours of practical class 6/8 driver training within the previous two years, or have equivalent motorcycle driver training or safety experience acceptable to ICBC.
  - 1.1.4. Hold a valid Assessment Officer Certificate of Qualification issued by ICBC permitting the conduct of MSAs;
  - 1.1.5. Maintain their knowledge, skills and abilities through a combination of MSA activity, refresher training acceptable to ICBC and periodic requalification.
- 1.2. The Facility shall not employ a person to conduct MSAs who does not have a valid Assessment Officer Certificate of Qualification issued by ICBC permitting the conduct of MSAs.

### **2. Assessment Consistency**

- 2.1. Each Assessment Officer must use the standards approved by ICBC to conduct and objectively score each MSA.
- 2.2. Assessment must be scored and results recorded on forms prescribed and provided by ICBC.
- 2.3. Assessments must be conducted in English, only.

### 3. Assessments

- 3.1. The Facility must not assess any Trainee who does not have a valid Learner's Licence for the class of licence being assessed.
- 3.2. The Facility must not assess any Trainee who has not demonstrated competency in all of the basic skills needed to safely control and operate a motorcycle.
- 3.3. The Facility may not administer more than two MSAs to an individual Trainee on the same day.
- 3.4. The Facility must retain the MSA score sheet for a period of six years, and must provide a copy to the Trainee upon request.

#### Issuance of Certification Form

- 3.5. The Facility must ensure that a Trainee completes and qualifies on all parts of the MSTP, including the MSA, before a certification form is issued.
- 3.6. Where a Trainee completes and qualifies on all parts of the MSTP, including the MSA, the Facility must provide the Trainee with a certification form approved by ICBC to indicate that the MSA has been successfully completed, and
- 3.7. All sections of the MST results form and the certification form must be legible. Incomplete or illegible certification forms may be rejected by ICBC.
- 3.8. The Facility must advise the Trainee that the certification form must be presented to an ICBC driver licensing office within 90 days of the course end date in order for ICBC to consider waiving the requirement that the Trainee take an MST conducted by a Driver Examiner.
- 3.9. Where a Trainee does not present the above certification form to an ICBC driver licensing office within 90 days of the course end date, the Facility may only issue the Trainee a replacement form after the Trainee has successfully qualified on a subsequent MSA.
- 3.10. Where a Trainee allows their Class 6 or 8 Learner licence to expire, a Facility may conduct a subsequent MSA without requiring the Trainee to retake the MSTP, provided the Trainee:
  - 3.10.1. First attends an ICBC driver licensing office to requalify for the Class 6 or 8 Learner licence, as required by ICBC; and

3.10.2. Attends the Facility for a subsequent MSA, provided that the Facility can produce a record demonstrating that the trainee successfully completed the MSTP previously.

## Schedule C – Curriculum Standards

### General:

The following are the requirements for curriculum, including quality standards for course delivery that must be met and maintained by the Facility during the term of this Agreement in order to be eligible to have its MSTP approved by ICBC and in order to conduct Motorcycle Skills Assessments.

### Section 1: Quality standards

*Quality standards* help to ensure that students are engaged in and feel ownership over their own learning, and that the content and instructional methods used effectively support students' learning.

#### 1. Content and instructional strategies

The course and instructors will address all required topics as they are outlined in the curriculum content.

- 1.1 Continually reinforce riding theory, skills practice, and promotion of positive riding attitudes in all educational settings using a variety of instructional strategies, including:
  - a) Direct instruction (i.e., lecture, explanation, demonstration, practice, questioning students, video)
  - b) Indirect instruction (i.e., scenario analysis, problem solving, case studies)
  - c) Interactive teaching and learning (i.e., small discussion groups/pairs activities, group brainstorming, role playing)
  - d) Independent learning (i.e., reflecting, reading, home assignments, home practice)
  - e) Appropriate and effective use of instructional aids, equipment and learning space
- 1.2 Present topics, materials, and learning tasks in a logical sequence allowing for the development of knowledge and skills throughout the different stages of learning and to ensure any prerequisites are met.
- 1.3 Be adaptable to meet individual student learning needs (age, experience, ability, culture) and regional needs.

- 1.4 Reflect the most recent and contemporary views of traffic safety, education and training, social change, and acknowledge emerging technologies.

## **Definitions**

In this Agreement, the following terms have the meanings set out below:

**Coaching questions** - questions asked by the instructor to encourage students to analyze their knowledge, approach/attitude, or control inputs, express what they are thinking/feeling/doing, and determine corrective action, rather than the instructor simply telling the student what he/she is doing wrong.

**Direct instruction** - an instructor-directed strategy, effective for providing information, developing step-by-step skills, and introducing activities. Examples include: lecture, explanation, demonstration, practice, questioning students, and videos.

**Independent learning** - planned independent study/practice by students. Examples include: reflecting, reading, self-evaluation quizzes, home assignments, and home practice.

**Indirect instruction** - a highly learner-centred strategy that takes advantage of students' knowledge, experience, and interests, where students are involved in observing, analyzing, drawing conclusions. The role of the instructor is as facilitator, mentor and coach. Examples include: scenario analysis, problem solving, and case studies.

**Interactive teaching and learning** - a strategy where students interact with each other, sharing experiences and opinions. Students develop knowledge and appreciation from each other and the instructor. It requires the refinement of observation, listening, and interpersonal skills by both the instructor and students. Examples include: small discussion groups/pairs activities, group brainstorming, and role playing.

**Learner-centred approach** – an approach to teaching and learning that allows the students to participate actively in their own learning considering students' unique learning abilities, experiences, backgrounds, and interests; and shares the responsibility for the learning between the instructor and the student.

**Learning outcome** – a statement of what the student is expected to know or be able to do at the end of the course.

## Section 2: Curriculum Chart

The following chart lists the learning outcomes and required topics, or learning tasks, under each of seven goals.

Learning tasks specific to the operation of manual clutches or transmissions don't apply when using motorcycles with automatic clutches or transmissions.

### Learning Outcomes

While most of the topics in Goals 1-6 would typically be addressed in a classroom setting, Facilities may choose to address any of these during practical training in addition to, or instead of, the classroom. Goal 7, Riding Skills is specific to practical training.

Learning Outcome	Required Topics
<b>1. Risk Avoidance</b>	To develop knowledge, understanding and appreciation of risk avoidance when riding. <i>A good rider understands the risks of riding and takes steps to avoid them.</i>
1.1 Describe the hazards of riding	<p>Riders need to be aware of hazards and to make good decisions when responding to them. This outcome asks students to think about many hazards and how they affect motorcycles. Most of the topics are things the rider has no control over, like the weather, road conditions and other road users; but other things like rider and vehicle condition and the choice of riding gear as well as the choice to ride or not, can be controlled by the rider. The rider himself can also be a hazard, so riders need to be aware of the physical demands of riding.</p> <p>1.1.1 Weather and light conditions:</p> <ul style="list-style-type: none"> <li>• Rain, mist and fog</li> <li>• Extreme temperatures</li> <li>• Wind, wind turbulence, and crosswinds</li> <li>• Night riding               <ul style="list-style-type: none"> <li>- Overriding the headlight</li> <li>- Glare from oncoming vehicles</li> <li>- Headlight use and set-up</li> </ul> </li> <li>• Glare from the sun</li> <li>• Rider visibility</li> </ul> <p>1.1.2 Road conditions:</p> <ul style="list-style-type: none"> <li>• Gravel roads, sand/gravel on pavement</li> <li>• Broken surfaces, crack filler</li> <li>• Debris, rock on road, flying debris from trucks or wind</li> </ul>

Learning Outcome	Required Topics
	<ul style="list-style-type: none"> <li>• Lane markings worn away</li> </ul> <p>1.1.3 Road design:</p> <ul style="list-style-type: none"> <li>• Camber</li> <li>• Speed bumps</li> <li>• Shoulder edge drop</li> <li>• Soft shoulder</li> <li>• Metal/wood bridges</li> <li>• Drain covers</li> <li>• Painted lines and markings</li> <li>• Guard rails / cable barriers</li> <li>• Railway crossing surface, angle, sightlines, multiple tracks</li> </ul> <p>1.1.4 Animals</p> <ul style="list-style-type: none"> <li>• Wildlife: time of day/year, location, behaviour</li> <li>• Dogs, horses, insects</li> </ul> <p>1.1.5 Other road users:</p> <ul style="list-style-type: none"> <li>• Driver attitudes</li> <li>• Unpredictable or unsafe driving and riding behaviours of others</li> <li>• Why other drivers don't see motorcyclists</li> </ul> <p>1.1.6 Vehicle condition:</p> <ul style="list-style-type: none"> <li>• Flat tire</li> <li>• Running out of fuel/power</li> <li>• Mechanical failure</li> <li>• Pre-trip items</li> </ul> <p>1.1.7 Physical demands of riding:</p> <ul style="list-style-type: none"> <li>• Rider fitness</li> <li>• Effects of wind, speed, noise, vibration, and temperature on mental and physical fatigue, concentration, and distraction</li> <li>• Awareness of personal medical issues that may affect safe riding</li> <li>• Importance of route planning and taking breaks</li> <li>• Importance of appropriate and protective gear</li> </ul>
1.2 Define the characteristics of risk-taking	<p>Students are asked to identify some things that may affect people's willingness to take risks when riding. Key ideas include: What does risk-taking behaviour look like? What makes people take risks?</p> <p>1.2.1 How a rider's age or experience may make them more likely or less likely to take risks, i.e.:</p> <ul style="list-style-type: none"> <li>• Younger riders may not perceive some things as</li> </ul>



Learning Outcome	Required Topics
	<p>being risky due to lack of experience and phase of brain development</p> <ul style="list-style-type: none"> <li>• Older riders may be less likely to take risks because they have more appreciation of the consequences</li> </ul> <p>1.2.2 How risk changes with different riding environments (i.e., urban vs. rural settings, paved vs. gravel roads, quiet vs. busy areas, familiar vs. unfamiliar routes)</p> <p>1.2.3 Caution vs. risk (the continuum of risk, taking calculated risks)</p>
<p>1.3 Evaluate how risk perception is affected by personal factors</p>	<p>Students learn about factors that change a rider's ability to judge risky situations. For example, if a person is distracted by their GPS, he or she is less likely to see a pedestrian running across the street.</p> <p>1.3.1 Personal self-check</p> <p>1.3.2 Mental factors:</p> <ul style="list-style-type: none"> <li>• Emotions - self esteem, aggression, frustration, impatience</li> <li>• Overconfidence / under-confidence</li> <li>• Distractions – personal thoughts, physical discomfort, other riders/drivers, electronic devices, scenery</li> <li>• Impulse control</li> </ul> <p>1.3.3 Physical factors - illness, fatigue, hearing, vision, cognitive ability</p> <p>1.3.4 Level of knowledge, experience, and awareness of consequences</p>
<p>1.4 Explain how impairment affects risk perception and riding behaviour</p>	<p>In order to stay safe, riders need a high level of awareness and more precise control skills than are needed to drive a car. This outcome gives students a chance to learn more about things that can impair us and how these things can affect our riding. Students will also learn some strategies to avoid riding while impaired.</p> <p>1.4.1 Effects of impairment on perception, motor skills and decision making, including:</p> <ul style="list-style-type: none"> <li>• fatigue, mental stress, or illness</li> <li>• hypothermia and hyperthermia</li> <li>• alcohol &amp; drugs</li> </ul> <p>1.4.2 Consequences of impaired riding</p> <p>1.4.3 Ways to avoid riding while impaired</p>

Learning Outcome	Required Topics
<p>1.5 Describe common crash situations and characteristics and how to avoid them</p>	<p>Students learn how, why, when and where riders have many of their crashes. Knowledge of the situations and the crash factors involved will help students be more aware at these times and places.</p> <hr/> <p>1.5.1 Common crash situations for riders:</p> <ul style="list-style-type: none"> <li>• Rider leaves the road in a curve</li> <li>• Passing (driver ahead, on-coming)</li> <li>• Rider rear ends vehicle in front</li> <li>• Loss of balance when stopped or during low speed manoeuvre</li> <li>• Wildlife collision</li> <li>• Road design and traction factors</li> <li>• Driver changes lanes into motorcycle / shares lane</li> <li>• Driver rear ends motorcycle</li> <li>• Driver turns left in front of motorcycle</li> <li>• Driver pulls out from side street</li> <li>• Driver runs red light</li> </ul> <p>1.5.2 Critical crash factors for riders:</p> <ul style="list-style-type: none"> <li>• Faulty risk perception</li> <li>• High risk tolerance</li> <li>• Level of rider knowledge and skill</li> </ul> <p>1.5.3 Sources of riding errors:</p> <ul style="list-style-type: none"> <li>• Rider attitudes</li> <li>• Distraction</li> <li>• Lack of knowledge</li> <li>• Lack of situational awareness</li> <li>• Poor understanding of the vehicle's limitations and capabilities</li> <li>• Lack of riding skill</li> </ul>
<p><b>2. Rider Psychology</b></p>	<p>To develop knowledge, understanding and appreciation of safe, responsible riding attitudes. <i>A good rider thinks that riding is a serious task.</i></p>
<p>2.1 Evaluate how values, beliefs and motives influence riding attitudes</p>	<p>This outcome asks students to be mindful of their motives, values, and beliefs and how they influence their riding choices.</p> <hr/> <p>2.1.1 Personal riding values and beliefs and attitudes and how they influence your behaviour:</p> <p>2.1.2 Motives that influence riding behaviour:</p> <ul style="list-style-type: none"> <li>• Recreational riding vs. commuting vs. touring</li> <li>• Riding as thrill seeking</li> <li>• Peer pressure, group dynamics and the need to be part</li> </ul>

Learning Outcome	Required Topics
	<p>of a particular group</p> <p>2.1.3 How motives change under different</p>
<p>2.2 Explain how positive and negative social factors influence riding attitudes</p>	<p>Students learn how other people, media, and society can have a positive or negative influence on their attitude towards riding, and how to resist negative pressures.</p> <p>2.2.1 Influence of other people’s riding/driving habits and attitudes:</p> <ul style="list-style-type: none"> <li>• Family/group culture</li> <li>• Social norms in driving</li> <li>• Types of peer pressure</li> <li>• Strategies for resisting negative pressures</li> <li>• How to show leadership with others to promote safe riding</li> </ul> <p>2.2.2 Influence of media on beliefs and attitudes</p> <p>2.2.3 Societal attitudes towards motorcycles and riding</p>
<p>2.3 Assess personal risk tolerance</p>	<p>Students will think and talk about their current risk taking tendencies, (i.e., when driving a car) and how much risk they may be willing to take under different situations on a motorcycle. This outcome asks students to be aware of their risk tolerance and adjust their riding behaviour and make good choices to keep them safe.</p> <p>2.3.1 Identifying personal limits and abilities</p> <p>2.3.2 Role of self-control</p> <p>2.3.3 Role of overconfidence / under confidence</p>
<p><b>3. Social Responsibilities</b></p>	<p>To develop knowledge, understanding and appreciation of safe riding responsibilities from the perspectives of the rider, other road-users and the community. <i>A good rider looks out for others.</i></p>
<p>3.1 Explain the factors that make riding a lifelong learning process</p>	<p>This learning outcome helps students recognize the need to continue to gain knowledge and skill over time and to recognize factors that may reduce their riding skill.</p> <p>3.1.1 The rider/driver as a lifelong learner and the value of self-assessment of knowledge and understanding, skill, and attitude</p> <p>3.1.2 Factors that may reduce riding skill:</p> <ul style="list-style-type: none"> <li>• Physical and cognitive changes due to aging or medical conditions</li> </ul>

Learning Outcome	Required Topics
	<ul style="list-style-type: none"> <li>• Gaps in riding practice (seasonal nature of riding and returning to motorcycling after a significant break)</li> <li>• Riding an unfamiliar motorcycle</li> </ul> <p>3.1.3 How to maintain or improve riding skill:</p> <ul style="list-style-type: none"> <li>• Cumulative experience / maturity</li> <li>• Benefits of focused/conscious riding practice</li> <li>• Benefits of identifying personal knowledge and skill level</li> <li>• Benefits of refresher or advanced riding courses</li> </ul> <p>3.1.4 Changes to keep up with:</p> <ul style="list-style-type: none"> <li>• Motorcycle technology</li> <li>• Riding/driving laws</li> <li>• Traffic and roadway environments</li> </ul>
<p>3.2 Explain how to share the road safely</p>	<p>3.2.1 Characteristics of other road users and road-sharing strategies:</p> <ul style="list-style-type: none"> <li>• Bicyclists</li> <li>• Medical scooters</li> <li>• Pedestrians</li> <li>• Traffic control persons</li> <li>• Large and slow moving vehicles</li> <li>• Buses</li> <li>• Recreational vehicles</li> <li>• Agricultural vehicles and equipment</li> <li>• Trains</li> <li>• Horses</li> <li>• Emergency vehicles</li> <li>• Passenger vehicles</li> </ul> <p>3.2.2 Riding with other motorcyclists</p> <ul style="list-style-type: none"> <li>• Benefits and challenges of group riding</li> <li>• Riding formations</li> </ul> <p>3.2.3 Passing safely</p>
<p>3.3 Identify environmental impacts in the use of motorcycles</p>	<p>3.3.1 Environment benefits of motorcycles</p> <p>3.3.2 Ways to reduce fuel consumption:</p> <ul style="list-style-type: none"> <li>• Fuel efficient riding</li> <li>• Trip planning – route and time of day</li> <li>• Tire pressure</li> </ul> <p>3.3.3 Disposal of vehicle fluids and parts</p> <p>3.3.4 Role of motorcycle maintenance</p> <p>3.3.5 Noise issues (exhaust, stereo)</p>

Learning Outcome	Required Topics
<b>4. Legal Responsibilities</b>	To understand and comply with laws and regulations related to riding and driving. <i>A good rider follows the rules.</i>
4.1 Explain the meaning of traffic control devices of particular importance to motorcycles	4.1.1 Warning signs of particular interest to motorcyclists 4.1.2 On-demand traffic lights 4.1.3 Common misperceptions about traffic control device regulations and purpose
4.2 Explain the reasons for traffic laws and regulations	4.2.1 Speed 4.2.2 Impairment 4.2.3 Distracted drivers/riders (electronic devices) 4.2.4 Helmet regulations 4.2.5 Passengers, foot pegs / seating 4.2.6 Vehicle licensing and insurance requirements, licence plate display 4.2.7 Driver licensing requirements and restrictions 4.2.8 Emergency vehicles 4.2.9 Parking
4.3 Explain rules of the road that relate to sharing the road	4.3.1 Right-of-way rules and practices 4.3.2 Traffic control persons 4.3.3 Bicycles and pedestrians 4.3.4 Emergency vehicles 4.3.5 Other motorcycles (lane sharing) 4.3.6 Railway crossings 4.3.7 School buses 4.3.8 Transit buses 4.3.9 High occupancy vehicle (HOV) lanes
<b>5. Safe Riding Practices</b>	To develop knowledge, skill and appreciation of safe riding strategies. <i>A good rider uses the strategies of safe riding.</i>
5.1 Explain how the concepts and strategies of safe riding minimize risk	5.1.1 Defensive riding/driving: avoiding crashes by managing space, time, visibility, and traction through awareness, choice-making, and skill 5.1.2 Cooperative riding/driving: riding in a way that looks out for others, facilitates the flow of traffic, shares the road, and accommodates for the mistakes of others 5.1.3 Crash preventability: understanding that almost all

Learning Outcome	Required Topics
	<p>crashes are preventable by one or more riders/drivers. Riders need to take responsibility for their own safety</p> <p>5.1.4 Being a thinking rider/driver: choosing, at all times, to be alert and mentally engaged in the riding/driving process</p> <p>5.1.5 See-think-do strategy:</p> <ul style="list-style-type: none"> <li>• See – scan and identify <ul style="list-style-type: none"> <li>- Use good observation skills</li> <li>- Recognize potential hazards and crash situations accurately</li> </ul> </li> <li>• Think – assess the risk and choose the best solution <ul style="list-style-type: none"> <li>- Predict what might happen</li> <li>- How to predict the behaviours of others</li> <li>- Determine and prioritize possible solutions</li> </ul> </li> <li>• Do – use your riding skills: speed control, steering, space margins, and communication <ul style="list-style-type: none"> <li>- Make appropriate choices</li> <li>- Consequences of not doing what other road users expect</li> </ul> </li> </ul>
<p>5.2 Explain how good observation skills minimize risk</p>	<p>5.2.1 The importance of maintaining visual acuity, focus and attention</p> <p>5.2.2 Knowing where and how to observe:</p> <ul style="list-style-type: none"> <li>• Tracking traffic - 360 degree vision</li> <li>• Looking in the direction of travel</li> <li>• Distance scanning – visual sweep, and adjusting eye lead time for projected and immediate paths of travel</li> <li>• Periodic scan of instrument panel</li> <li>• Scanning/blind-spot checks</li> <li>• Head/eye movement</li> <li>• Left/centre/right at intersections</li> <li>• Rear vision</li> <li>• Mirror adjustment/mirror checks</li> </ul> <p>5.2.3 Limits of observations:</p> <ul style="list-style-type: none"> <li>• Visual obstructions</li> <li>• Adjusting road position to enhance vision</li> <li>• Adjusting body position to enhance vision</li> <li>• Extending vision (looking through windows, etc.)</li> <li>• Peripheral vs. centre vision</li> <li>• Target fixation</li> <li>• Blind spots</li> </ul>
<p>5.3 Describe riding actions</p>	<p>5.3.1 Choosing safe space and time margins:</p> <ul style="list-style-type: none"> <li>• Follow distance (1–4 second rules)</li> </ul>

Learning Outcome	Required Topics
that minimize risk	<ul style="list-style-type: none"> <li>• Space at stops</li> <li>• Two count before move off</li> <li>• Staggered riding/driving</li> <li>• Managing space behind</li> <li>• Yielding if uncertain</li> <li>• Point of no return at intersections</li> </ul> <p>5.3.2 Choosing road position to optimize space, observation, traction, dominance, and visibility:</p> <ul style="list-style-type: none"> <li>• Proper path of travel for various types of curves and roadway situations</li> <li>• Awareness of others blind spots</li> </ul> <p>5.3.3 Choosing safe riding speeds</p> <ul style="list-style-type: none"> <li>• Speed for conditions</li> <li>• Braking and stopping smoothly and safely</li> <li>• Covering the brakes and use of brake light for advanced warning and tailgaters</li> <li>• Accelerating smoothly and safely</li> </ul> <p>5.3.4 Communicating effectively:</p> <ul style="list-style-type: none"> <li>• Vehicle signals</li> <li>• Hand signals</li> <li>• Horn use and covering the horn</li> <li>• Eye contact</li> <li>• Timing of observation/communication</li> </ul>
5.4 Explain the benefits and uses of safety equipment	<p>5.4.1 Rider vulnerability to injury:</p> <ul style="list-style-type: none"> <li>• Lack of protection compared to other vehicles</li> <li>• Rider injuries</li> </ul> <p>5.4.2 Helmets–styles, protective qualities, fit</p> <p>5.4.3 Eye protection–types, protective qualities</p> <p>5.4.4 Clothing–types, protective qualities, function</p> <p>5.4.5 Visibility garments and equipment</p> <p>5.4.6 Footwear–feature that provide protection, support, and grip</p> <p>5.4.7 Gloves–features that provide protection, fit, and grip</p> <p>5.4.8 Hearing protection</p> <p>5.4.9 Importance of first aid knowledge and supplies</p>
<b>6. Vehicle Dynamics</b>	To develop knowledge and understanding of vehicle dynamics, and how they contribute to safe riding. <i>A good rider understands the capabilities and limitations of motorcycles.</i>
6.1 Explain the	6.1.1 Gravity and energy of motion (kinetic energy)

Learning Outcome	Required Topics
<p>forces of physics as they apply to riding</p>	<p>6.1.2 Force of impact: speed vs. weight</p> <p>6.1.3 The relationship between vehicle speed and crash severity</p> <ul style="list-style-type: none"> <li>• Crash severity increases with crash speed–exponentially</li> <li>• Velocity change is a critical measure of injury severity</li> </ul> <p>6.1.4 Speed and stopping distance (perception, reaction, and braking distance)</p> <p>6.1.5 Speed verses manoeuvrability (i.e., the faster the speed, the more distance required to change direction)</p> <p>6.1.6 Inertia, vehicle weight, and momentum</p>
<p>6.2 Describe how vehicle dynamics and technology affects control and potential crash situations</p>	<p>6.2.1 Factors that affect handling and performance:</p> <ul style="list-style-type: none"> <li>• Vehicle power to weight ratio</li> <li>• Vehicle load: passengers, accessories, cargo</li> <li>• Vehicle geometry: <ul style="list-style-type: none"> <li>- Vehicle weight and centre of gravity</li> <li>- Ground clearance</li> <li>- Wheel base</li> </ul> </li> </ul> <p>6.2.2 Steering</p> <ul style="list-style-type: none"> <li>• Counter steering</li> <li>• Articulated (very low speed) steering</li> </ul> <p>6.2.3 Body position effect on balance, centre of gravity and stability</p> <ul style="list-style-type: none"> <li>• Counterbalancing</li> <li>• Benefits of weighting foot pegs</li> </ul> <p>6.2.4 Traction control technology</p> <ul style="list-style-type: none"> <li>• Antilock braking systems (ABS)</li> <li>• Traction control systems <ul style="list-style-type: none"> <li>- Integrated vs. independent braking systems</li> </ul> </li> </ul>
<p>6.3 Explain external factors that affect traction</p>	<p>6.3.1 Differences in the coefficient of friction of road surfaces:</p> <ul style="list-style-type: none"> <li>• Types of road surfaces</li> <li>• Seasonal changes on road surfaces</li> <li>• Temperature changes throughout day</li> <li>• Road position</li> <li>• How road surfaces affect stopping</li> </ul> <p>6.3.2 Speed for conditions</p> <p>6.3.3 The relationship between traction needed for steering and traction needed for braking</p> <p>6.3.4 Tire types and condition:</p>



Learning Outcome	Required Topics
	<ul style="list-style-type: none"> <li>• Types/uses/tread design</li> <li>• Different rubber compounds</li> <li>• Coating on new tires</li> <li>• Tire inflation</li> <li>• Age of tire/expiration date</li> <li>• Temperature (cold, ideal, too hot)</li> <li>• Correct tire replacement</li> </ul>
<p>6.4 Describe types of motorcycles, their purpose, features, capabilities, and limitations, as they apply to safe riding</p>	<p>6.4.1 Types of motorcycles, scooters, and three-wheeled motorcycles</p> <p>6.4.2 Choosing an appropriate motorcycle:</p> <ul style="list-style-type: none"> <li>• Riding style, purpose</li> <li>• Engine size/power</li> <li>• Vehicle weight, centre of gravity</li> <li>• Power to weight ratio</li> <li>• Ergonomic fit: seat height, position of controls and foot pegs</li> <li>• Ground clearance</li> <li>• 2 vs. 3-wheeled motorcycles</li> <li>• Trailers/sidecars</li> </ul>
<p><b>7. Riding Skills</b></p>	<p>To develop competence in vehicle control skills, and in integrating safe riding attitudes and knowledge into riding manoeuvres. <i>A good rider maintains smooth and appropriate control of the motorcycle.</i></p>
<p>7.1 Assess personal riding skills and knowledge</p>	<p>7.1.1 Self-assessment of knowledge and riding skills:</p> <ul style="list-style-type: none"> <li>• Identify strengths and weaknesses</li> <li>• Determine what skills, knowledge or approach (attitude) to learning or riding need improvement</li> <li>• Suggest strategies for continued learning</li> </ul>
<p>7.2 Analyze how rider input affects traction and control</p>	<p>7.2.1 Smooth and progressive vs. sudden inputs:</p> <ul style="list-style-type: none"> <li>• Body position</li> <li>• Steering</li> <li>• Clutch/throttle coordination</li> <li>• Throttle use</li> <li>• Gear choice, powerband</li> <li>• Brake use: front, rear, both</li> <li>• Effect of inputs on braking distance</li> </ul>
<p>7.3 Conduct pre-ride checks</p>	<p>7.3.1 Explain the importance of four key pre-ride checks:</p> <ul style="list-style-type: none"> <li>• Self-check</li> <li>• Riding gear check</li> </ul>

Learning Outcome	Required Topics
	<ul style="list-style-type: none"> <li>• Weather/traffic/route check</li> <li>• Motorcycle check</li> </ul> <p>7.3.2 Describe daily motorcycle pre-ride vs. periodic checks vs. yearly maintenance</p> <p>7.3.3 Appreciate the importance of owner's manual information</p> <p>7.3.4 Perform a daily pre-ride motorcycle check:</p> <ul style="list-style-type: none"> <li>• Chain/belt tension, if applicable</li> <li>• Fluid levels and leaks</li> <li>• Lights, horn</li> <li>• Controls—adjustment and operation</li> <li>• Tire condition and pressure</li> <li>• Brake operation</li> <li>• Mirror security and adjustment</li> </ul> <p>7.3.5 Discuss (or conduct) periodic safety inspections, as applicable:</p> <ul style="list-style-type: none"> <li>• Drive train: chain, belt, shaft</li> <li>• Battery (fluid, charge, condition, connections)</li> <li>• Fluids: oil, water, brake, clutch</li> <li>• Fuel valve</li> <li>• Fasteners</li> <li>• Suspension</li> <li>• Cables: condition and operation (clutch, brake, choke, throttle)</li> <li>• Side/centre stand</li> <li>• Chassis/frame, bodywork</li> <li>• Handlebar security: grips, switches, gauges</li> <li>• Tire tread depth/wheels</li> <li>• Brakes: operation, wear, adjustment</li> <li>• Accessory equipment</li> <li>• Licence plate: security, insurance sticker, display</li> </ul>
<p>7.4 Handle a non-powered motorcycle</p>	<p>7.4.1 Operate switches and controls correctly</p> <p>7.4.2 While stationary, move the shift lever from neutral to 1<sup>st</sup> gear to neutral</p> <p>7.4.3 Move the motorcycle, while sitting on it, in a straight line and while turning, to the left and right, forward and reverse</p> <p>7.4.4 Push the motorcycle, while standing at the side, in a straight line and while turning, to the left and right, forward and reverse</p> <p>7.4.5 Operate the side and/or centre stand correctly</p> <p>7.4.6 Park the motorcycle safely and securely while considering:</p>

Learning Outcome	Required Topics
	<ul style="list-style-type: none"> <li>• surface</li> <li>• wind</li> <li>• side vs. centre stand</li> <li>• distance to other vehicles and objects</li> </ul> <p>7.4.7 Start and shut down the motor correctly</p>
7.5 Demonstrate correct body posture for optimum vehicle control	<p>7.5.1 Mount and dismount the motorcycle safely</p> <p>7.5.2 Demonstrate optimum seating position for comfort and control, including positioning for back and shoulders, hand and arm, leg and foot</p> <p>7.5.3 Demonstrate correct head and eye placement for optimum observation and control</p> <p>7.5.4 Explain low-speed body weight shift and its effect on steering and balance</p> <p>7.5.5 Counter-weight in low-speed turns, as appropriate</p> <p>7.5.6 Demonstrate correct body posture when turning at higher speed</p>
7.6 Demonstrate proficient observation skills to minimize risk	<p>7.6.1 Scan riding area before moving off - 360 degree</p> <p>7.6.2 Look in the direction of travel when moving, except for needed scans and blind spot checks</p> <p>7.6.3 Adjust eye lead time for speed and projected and immediate paths of travel</p> <p>7.6.4 Periodically scan instrument panel</p> <p>7.6.5 Check blind-spots before change of direction</p> <p>7.6.6 Turn head and look in the intended path of travel before turning the motorcycle</p> <p>7.6.7 Adjust mirrors to maximize vision</p> <p>7.6.8 Do a 360 degree check before backing</p>
7.7 Demonstrate safe and appropriate space margins	<p>7.7.1 Maintain at least two second distance when following other riders</p> <p>7.7.2 Maintain safe distance:</p> <ul style="list-style-type: none"> <li>• from other riders in front when stopped</li> <li>• from objects (lamp posts, curbs, etc.)</li> <li>• when passing other riders or pedestrians</li> </ul> <p>7.7.3 Park the motorcycle with safe distance to each side</p>
7.8 Demonstrate safe and confident speed control	<p><b>Clutch / throttle coordination:</b></p> <p>7.8.1 Coordinate use of the clutch and throttle to:</p> <ul style="list-style-type: none"> <li>• smoothly move off from a stop</li> </ul>

Learning Outcome	Required Topics
	<ul style="list-style-type: none"> <li>• ride very slowly through a variety of manoeuvres</li> <li>• change gears</li> </ul> <p><b>Braking:</b></p> <p>7.8.2 Identify when to use the front brake only, rear brake only, and front and rear together to stop or slow</p> <p>7.8.3 Use one or both brakes to slow, without stopping, from various speeds:</p> <ul style="list-style-type: none"> <li>• in a straight line</li> <li>• before turning</li> <li>• while turning left and right</li> <li>• after turning left and right</li> </ul> <p>7.8.4 Stop from various speeds:</p> <ul style="list-style-type: none"> <li>• in a straight line</li> <li>• after turning left and right</li> <li>• while turning left and right</li> </ul> <p>7.8.5 Smoothly stop the motorcycle:</p> <ul style="list-style-type: none"> <li>• using the front brake only, the rear brake only, and both brakes together</li> <li>• putting the left foot down, using both brakes</li> <li>• putting the right foot down, using both brakes—release the rear brake at the point of stopping</li> <li>• putting both feet down</li> </ul> <p>7.8.6 Stop the motorcycle within 7 metres (dry surface), or 10 metres (wet surface), using both brakes, from 30 km/hr.</p> <p><b>Throttle use:</b></p> <p>7.8.7 With the clutch fully engaged, use the throttle to smoothly adjust and maintain speed:</p> <ul style="list-style-type: none"> <li>• in a straight line</li> <li>• before, during, and after turning</li> </ul> <p><b>Gear shifting:</b></p> <p>7.8.8 Up-shift smoothly and progressively to, at least, 3<sup>rd</sup> gear</p> <p>7.8.9 Downshift smoothly and progressively from at least 3<sup>rd</sup> to 2<sup>nd</sup> gear, and from 2<sup>nd</sup> to 1<sup>st</sup> gear</p> <p>7.8.10 Match engine speed between gears when downshifting</p> <p>7.8.11 Downshift through the gears to 1<sup>st</sup> gear (no clutch release) when stopping quickly</p> <p>7.8.12 Downshift while braking (optional to student ability)</p>
7.9 Demonstrate safe and confident	7.9.1 Steer at slow speeds under 5 km/hr.

Learning Outcome	Required Topics
steering control	7.9.2 Steer at medium speeds up to 15 km/hr. 7.9.3 Steer at higher speeds over 15 km/hr.(countersteer) 7.9.4 Change direction suddenly, left and right 7.9.5 Maintain correct lane tracking 7.9.6 Complete a U-turn in a smooth arc without stopping or putting feet down, left and right
7.10 Demonstrate appropriate communication with other road users	7.10.1 Demonstrate timely and appropriate use of vehicle turn signals while riding 7.10.2 Demonstrate hand signals 7.10.3 Use horn without looking down, while riding 7.10.4 Demonstrate eye contact with other riders and pedestrians 7.10.5 Coordinate timing of observation and communication before changing direction or road position
7.11 Demonstrate proper collision avoidance techniques	7.11.1 Explain the specific control actions available to avoid collisions, using examples of when each might be used. 7.11.2 Explain the importance of practicing collision avoidance skills. 7.11.3 Perform evasive manoeuvres (speeds for these manoeuvres will depend on the size of the training area): <ul style="list-style-type: none"> <li>• Swerve to the left, and to the right at various speeds</li> <li>• Stop quickly in straight-line from at least 30 km/hr., up to 50 km/hr.</li> <li>• Swerve, straighten, then stop</li> <li>• Slow, steady speed, then swerve</li> <li>• Stop, followed by quick acceleration</li> <li>• Downshift 3<sup>rd</sup> to 2<sup>nd</sup> gear, followed by acceleration (if space allows)</li> <li>• Stop quickly in a curve</li> </ul>
7.12 Demonstrate control, safety, and responsibility in a simulated roadway and traffic circuit	<p><b>Simulated Roadway and Traffic Circuit</b></p> <p>At various times during the course, have students ride through a series of exercises that allow them to practice multiple skills, at a variety of speeds.</p> <p>These progressive exercises will build skills throughout the course by giving students' real time, real speed tasks, and will provide the instructor with an authentic assessment opportunity. Circuits keep students riding and reduce "down time". The more "in-seat" riding time the students get, the more competent and confident they will become.</p>

Learning Outcome	Required Topics
<b>8. Optional Lessons</b>	The following lessons are optional.
8.1 Surmount an obstacle	8.1.1 Approach an obstacle at a safe and appropriate speed 8.1.2 Coordinate the clutch and throttle, to overcome the resistance of the obstacle and ride smoothly over it 8.1.3 Stand on the foot pegs, as appropriate, to improve balance and control
8.2 Start on a hill	8.2.1 Stop on a hill without losing balance 8.2.2 Start smoothly, without rolling back, by holding the motorcycle with the rear brake only, and then the front brake only (both feet down)
8.3 Ride on a loose surface	8.3.2 Move off, ride at a steady speed, slow, and stop 8.3.3 Turn slowly in both directions 8.3.4 Control rear wheel lock-up when braking