

VFW RIDERS ARIZONA

STANDARD OPERATING PROCEDURES

EFFECTIVE 1 FEBRUARY 2023



Statement of Policy

VFW National By-Laws, Sec 709 (excerpt)

Veterans of Foreign Wars of the United States shall not be responsible for the negligent or wrongful acts or omissions nor the contractual obligations or debts of any Post, County Council, District or Department nor for the negligent or wrongful acts or omissions or contractual obligations or debts of any activity, clubroom, holding company or unit sponsored, conducted or operated by, for or on behalf of any Post, County Council, District or Department. Any activity, clubroom, holding company or unit sponsored, conducted or operated by, for or in behalf of a Post, County Council, District or Department shall be at all times under the direct control of such Post, County Council, District or Department and all funds derived there from shall be at all times under the direct control of such Post, County Council, District or Department.

All money, property or assets of any kind or nature, as well as all books and records, owned, held or used by any activity, clubroom, holding company or unit sponsored, conducted or operated by, for or in behalf of a Post, County Council, District or Department shall be the property of such Post, County Council, District or Department and must be placed in the care and custody of the respective Quartermaster. Such money, property, assets, books and records shall be subject to the same rules and under the same procedure as any other Post, County Council, District or Department money, property, assets, books and records.

Registration

Each District/Post shall register its Riders group using a form designated by the Adjutant General. From time to time Riders groups will be required to update their group contact information. This information will be used to disseminate information regarding VFW organized riding events and VFW Riders policy recommendations.

In addition, any unit adopting a uniform utilizing registered marks of the VFW, shall register and seek approval of said design IAW Section 803 of the National By-Laws/Manual of Procedure and this policy.

VFW ARIZONA VFW RIDERS STATE SOP

1. DEFINITIONS

- a. Motorcycle: Two or three wheeled vehicles designed for use on public roads and highways. Scooters, mopeds, electric bicycles, or any vehicle where passenger and driver sit side by side do not qualify as a motorcycle in this SOP.
- b. Committee: Committee is the official title of the VFW Riders organized group at Post or District level. It takes a minimum of Four (4) VFW Members (Comrades) in good standing, who ride a motorcycle (as outlined in this SOP in para 1 DEFINITIONS a. Motorcycle) to form a new VFW Riders Committee
- c. Chairperson: The Chairperson is the Post or District VFW Riders Committee leader. While this is the official title the VFW Riders Committee may call the Chairperson President, Director, Ride Boss, or any other title recognizing he/she is in charge of the group.
- d. Commander: The Commander is the Lawfully elected VFW Commander at Post or District level who has the authority to appoint a VFW Riders Committee and the Committee Chairperson. (IAW Section 216 (d) of the National By-Laws/Manual of Procedure.)
- e. VFW Riders (VFWR): The official name of VFW Riders in Arizona. There will be no other name or structure in Arizona. VFW Motorcycle Club (VFW MC) or VFW Motorcycle Group (VFWMG) will not organize in Arizona.

- f. KSU (Kick Stands Up): This is a common motorcycle term used to indicate when a group ride will begin (i.e., KSU at 0900). It may also be used to indicate the start of an official VFW Riders meeting.

- g. KSD (Kick Stands Down): This is a common motorcycle term used to indicate the end of a group ride (i.e., KSD will be at the return to the VFW Post). It may also be used to indicate the end of an official VFW Riders meeting.

2. GENERAL COMMENTS

- a. In Arizona, VFW Riders Committees are formed at the District or Post level. Once the minimum number of Comrades is assembled to form the VFW Riders Committee, The Commander will appoint the Chairperson. (IAW Sec 218 (1) e, at Post level; IAW Sec 418 (1) f, at District Level per VFW National Manual of Procedure)

- b. Any monies pertaining to VFW Riders and their activities or events will be maintained by the servicing Post/District Quartermaster. VFW Riders will not maintain rainy day monies, slush funds, emergency money, etc. outside the control of the Servicing Quartermaster. (Item 4. C, this SOP)

3. MISSION

- a. VFW Riders Arizona will promote and support the programs of the Veterans of Foreign Wars.
- b. VFW Arizona will promote safe motorcycling and motorcycle safety programs.
- c. VFW Riders will promote a social atmosphere for VFW members who share a common interest.

4. MEMBERSHIP/FORMATION/TRANSFER/DISSOLUTION

- a. The formation of a VFW Riders Committee at either Post or District level will begin with a minimum of Four (4) Comrades in Good Standing who ride a motorcycle (as defined in 1. DEFINITIONS a. Motorcycle). VFW Auxiliary members, in good standing with their VFW Auxiliary, may be members of the VFW Riders Committee. Auxiliary members may not hold the Committee Chairperson position but may be appointed, within the Committee, to positions which support the VFW Riders. Internal positions inside the VFW Riders Committee are not formally defined. Some common positions may be Road Captain/Road Lieutenant, Sergeant-At-Arms, Safety Officer, and Secretary. These positions are not all inclusive.
- b. Formation begins with Four (4) Post or District Members in good standing, in concurrence with Post/District Commander and formal appointment of a VFW Riders

Committee. The Post/District Commander appoints the Committee Chairman and gives reporting instructions and defines what the VFW Riders Committee will do to support the Post/District. Members of the Committee may recommend, or put forward, a Comrade in the new Committee for the Commander to consider for the Chairperson position. In the end, the Commander's decision is final as to who will be the Chairperson. The Committee Chairperson will be a motorcycle driving member of the Committee.

- c. Once a new VFW Riders Committee is formed, the servicing Post/District Commander will submit the appropriate Registration Form (Post or District) to the State VFW Riders Chairman. Along with this form, a clip art of the Committee's backpatch will be attached to the Registration Form. The State VFW Riders Chairman will review the document for correctness and forward to the State Commander with recommendation for approval. Once the State Commander approves, VFW State HQ will generate a Department Registration form, with patch clip art and forward to VFW National.
- d. All VFW Riders funds/monies will be maintained by the Post/District Quartermaster. Disbursement of these funds will be in accordance with VFW Manual of Procedure SEC 218 (5) b & c (Post)/SEC 418 (5) a, b & g (District).
- e. If a VFW Riders Committee wants to move their Committee to another Post/District the Committee must have the approval of the losing Post/District Commander and the gaining Post/District Commander. If the transfer is approved, all monies held by the losing Post/District

Quartermaster will follow the Committee to the gaining Post/District Quartermaster. Additionally, the gaining Post/District VFW Riders must submit a new Registration Form.

- f. While a VFW Riders Committee will consist of at least Four (4) Comrades in good standing, it is possible for the Committee to lose member(s) and therefore no longer have the required number of Comrades for the Committee. The remaining members will work to attract new members to bring the Committee back to minimum strength. Post/District Commanders will determine if the Committee is or is not working to this end. If the Servicing Commander determines the VFW Riders Committee is no longer functional, he/she may remove the Committee and all funds that were earmarked for the VFW Riders become the Post/District funds to be used as determined by the Commander and General Membership approval.
- g. The VFW Riders are a committee at the will of the Servicing Commander. If a Commander decides they do not want a VFW Riders Committee, they may remove the committee from their Post/District. Commanders making this decision will contact the VFW Arizona State VFW Riders Chairman for guidance.

5. DRESS CODE/UNIFORM

- a. There is no standard dress code for VFW Riders. VFW Riders may wear the VFW Riders patch on their shirt/vest/jacket which shows which chapter they belong to.

- b. VFW Riders will refrain from wearing patches/pins which espouse racism, homophobia, disrespect to the Flag of the United States of America, insurrection (violent or otherwise) or any other item which can bring negative attention to the VFW Riders, their Post/District/State and/or the Veterans of Foreign Wars in general. Use common sense when deciding what to put on your clothing with the VFW Riders back patch. The examples, above, are not all inclusive.

6. WAIVERS AND LIABILITY

- a. VFW Riders Servicing Posts/Districts that maintain an organizational insurance policy should review and determine if their policy covers VFW Riders activities.
- b. When VFW Riders conduct a motorcycle event, whether in-house or open to the public, the Committee will purchase event type insurance for the duration of the event (usually 12-24 hours). This insurance will absolve and responsibility/liability of the VFW Riders, VFW Post, VFW District, VFW State and VFW National, and the leaders thereof, of any responsibility caused by an individual or individuals attending the event.
- c. Activities sponsored by the VFW Riders will have liability release waivers for all participants who are not VFW members.

