

Exhibit A (9/1/15)

RST-2W EXAMINER GUIDE

- **Fails to understand or follow instructions** – Failure to understand or comply with exercise instructions after two explanations is an automatic failure. Local jurisdictions should have a follow-up procedure.
- **Point accumulation** – Accumulates 11 points or more. Because of the increasing difficulty of the exercises, continuing the test after the rider has failed is hazardous for an inadequately skilled rider.
- **Excessive time** – If, in your judgment, testing time has exceeded a reasonable limit.
- **Applicant stops test** – In the event that the test is terminated early by the rider, the entire test must be administered when re-testing. (This also applies when an examiner stops the test.)

<p>TEST TERMINATION</p> <ul style="list-style-type: none">- Stalls engine four times- Falls or drops the motorcycle- Commits an unsafe act- Fails to understand or follow instructions- Point accumulation- Excessive time- Applicant stops test

MOTORCYCLE TEST ADMINISTRATION

Examiner Position and Action

Begin the test by positioning the rider at the Start "T" for Exercise #1. Conduct a brief motorcycle inspection and check the appropriateness of the rider's gear (found in Section 1 of this guide). Read the following instructions aloud to the rider:

This test consists of four riding exercises that measure your motorcycle control and hazard response skills. The final two exercises involve speeds of about 15 mph. You will be scored on time and distance standards as well as path and foot down violations. The test may be ended for point accumulation, committing an unsafe act or failure to understand or follow instructions. You may stop the test at any time, but you must complete the entire test to pass it. Do you understand the instructions I have just read?

It is recommended that you have the applicant sign the score sheet, confirming that the instructions were given.

ENGINE STALLING

Rationale

Stalling the engine is an indication of lack of clutch and throttle control. In traffic, the inability to coordinate the controls could create an unsafe situation.

Examiner Position and Action

Stand to the rider's left, and read aloud the following instructions for engine stalling to the rider:

- Points are assessed if you stall your engine at any time during any exercise.
- Stalling the engine four times during this test is an automatic failure.
- Do you understand the instructions on Engine Stalling?

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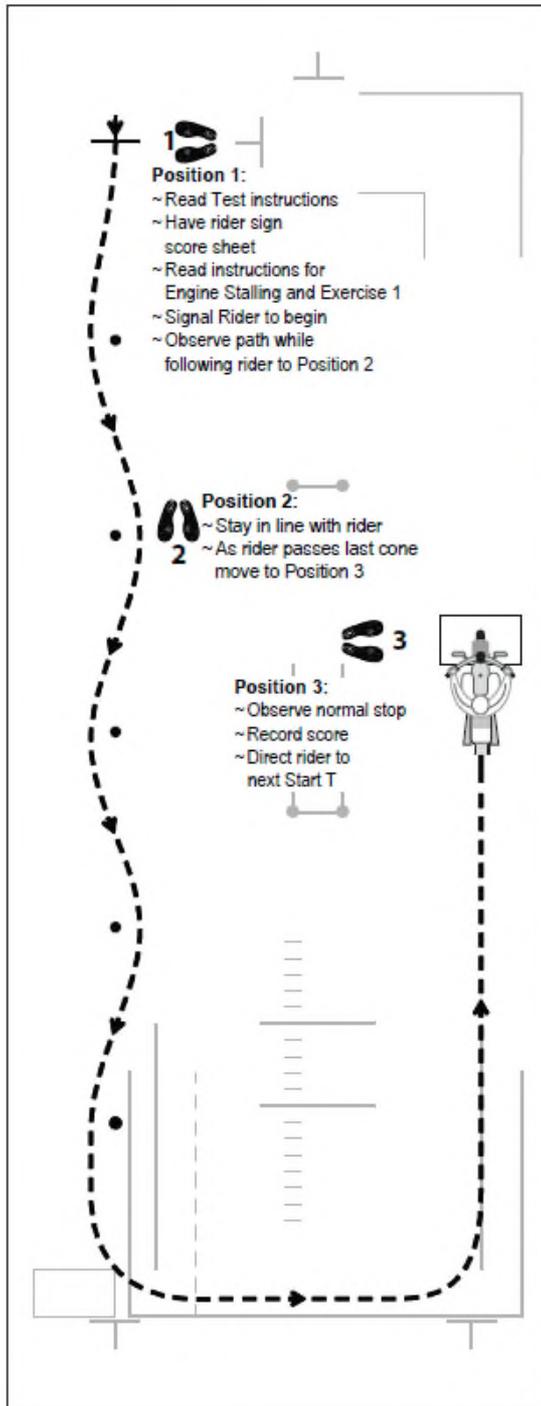
Scoring

The rider is scored according to the following guidelines. An automatic failure occurs if the rider stalls the engine four times. If this happens, check the appropriate box under TEST TERMINATION on the score sheet. Maximum score for stalling without automatic failure is 5 points:

Stalls engine once	1 points
Stalls engine twice	3 points
Stalls engine three times	5 points
Stalls engine four times	Automatic Failure

ENGINE STALLING				Stalling
Stalling Engine During Any Exercise	1	3	5	Points
Remarks	4th occurrence, automatic failure			

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EXERCISE #1 – CONE WEAVE, NORMAL STOP

Rationale

The cone weave measures the ability of the rider to coordinate clutch and throttle operation and basic handling skills to complete turns and avoid hazards. The normal stop evaluates the rider's ability to stop in a designated area (a 3' X 5' box), such as before a crosswalk or stop sign, without interfering with traffic or pedestrian right-of-way.

Examiner Position and Action

Remain in position to the rider's left, and read aloud the following instructions for the cone weave and normal stop.

- When signaled, ride to the right of the first cone, to the left of the second, and so on. Weave past all five cones without touching or skipping a cone or putting a foot down.
- Turn left and ride toward that side of the course. Make a smooth, non-skidding stop with your front tire inside that box.
- When stopped, your front tire must not touch the painted lines. Remain stopped.
- Do you understand the instructions for the Cone Weave and Normal Stop?
- Wait for my signal to begin.

When the rider starts, step behind and follow to the second cone. Stay in line with the cones to be in position to observe a foot touching the ground or a tire hitting or skipping a cone. As the rider passes the final cone and begins to turn left, cross to the other side of the course near the normal stop box. Keep your eyes on the tires and on the feet of the rider. After the rider has stopped, score the exercise before further instructing the rider.

Once you're completed the scoring, instruct the rider to the start position for Exercise #2. Page 3 of 15

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Scoring

Maximum score for Exercise #1, Cone Weave, is 10 points:

Skips or hits one cone	3 points
Skips or hits more than one cone	5 points
Foot down one occurrence	3 points
Foot down more than once	5 points
Both feet down at the same time	5 points

Maximum score for Exercise #1, Normal Stop, is 8 points:

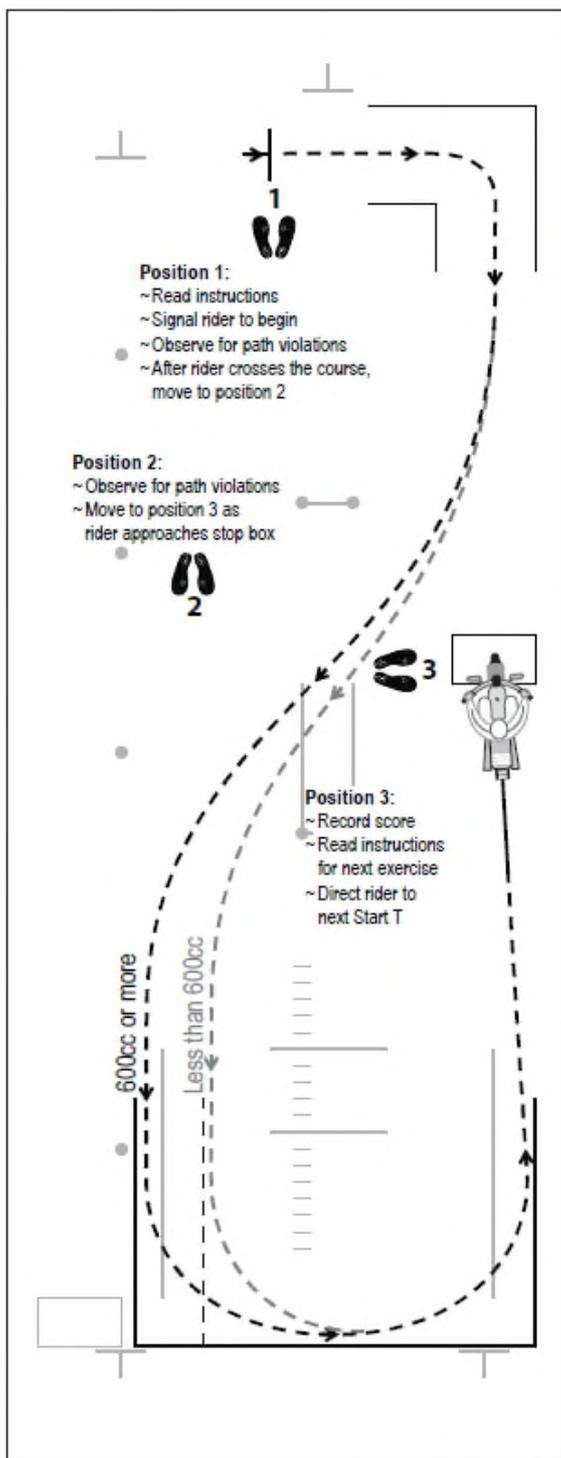
Skids	3 points
Stop position	5 points

Listen and watch for a skid. A skid is evidenced by a locked wheel that slides across the pavement while the motorcycle is still in motion. A skid may or may not make a "chirp" sound, so also look for a skid mark on the pavement.

Score the normal stop from the first complete stop (in the event the rider stops, starts off, then stops again). The contact patch of the tire must not rest on or outside of any painted line of the stop box.

EXERCISE 1	CONE WEAWE			Cone Weave
	Tire Skips or Hit Cone(s)		3	5
	Foot Down		3	5
	▲ ▲ ▲ ▲ ▲ Remarks (Maximum 10 points)			Points
	NORMAL STOP			Normal Stop
	Skid		3	
	Stopped Position			5
<input style="width: 50px; height: 15px;" type="text"/>	Remarks (Maximum 8 points)		Points	

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EXERCISE #2 – TURN FROM A STOP, U-TURN

Rationale

Riders approximate a real-world situation by demonstrating the ability to turn right following a boulevard stop, maintaining correct lane position and avoiding oncoming traffic. Riders demonstrate low speed control skills by completing a left-hand u-turn and stopping in a 3' X 5' box. (Stopping in the box is not scored on this exercise.)

Examiner Position and Action

Stand to the right of the rider, and read aloud the following instructions for the turn from a stop and left hand u-turn.

- When signaled, make a right turn between the boundary lines. Do not touch either line or put a foot down.
- Diagonally, cross to the opposite side of the range and make a left u-turn inside the painted box at the far end of the range.
- Do not touch the solid line (motorcycles 600cc or more) or the dashed line (motorcycles less than 600cc) or put a foot down.
- Stop with your front tire inside that box and wait for further instructions.
- Do you understand the instructions for the Turn From a Stop and U-Turn?
- Wait for my signal to begin.

After the rider has completed the right turn and crosses the course to begin the u-turn, move toward the center of the course to observe line violations during the u-turn. As the rider approaches the stop box move across to stand to the rider's left. Direct the rider to remain in position during scoring and wait for further instructions.

Once you've completed the scoring, provide instructions for Exercise #3, the Quick Stop. Providing instructions while the rider is at the stop box allows the rider to have a clear view of the stopping area. It also limits the amount of movement required by the examiner.

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Scoring

Maximum score for Exercise #2, Turn From a Stop, is 6 points:

Path violations are scored when a tire touches or crosses a boundary line

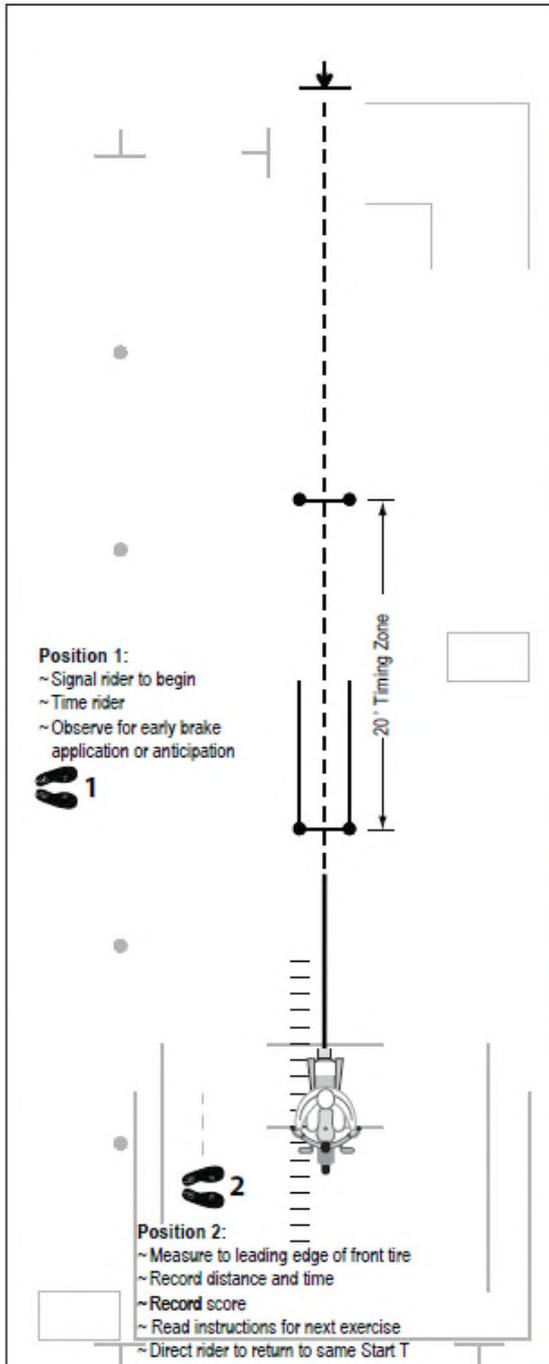
- One path violation 3 points
- Two or more path violations 5 points
- One or both feet touch the ground 1 point

Maximum score for Exercise #2, U-Turn, is 10 points:

- One tire touches the boundary line 5 points
- One or both feet touch the ground 5 points

EXERCISE 2	TURN FROM A STOP			Turn from a Stop	
	Path		3	5	Points
	Foot Down	1			
	 Remarks (Maximum 6 points)				
	U-TURN			U-Turn	
	Path			5	Points
	Foot Down			5	
	 Remarks <input type="checkbox"/> less than 600cc <input type="checkbox"/> 600cc or more (Maximum 10 points)				

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EXERCISE #3 – QUICK STOP

Rationale

Many crash-involved riders fail to correctly use their brakes in an emergency situation. The Quick Stop exercise measures the rider's ability to stop quickly and safely, while maintaining control of the motorcycle.

Examiner Position and Action

Stand to the left of the rider, and read aloud the following instructions for the Quick Stop.

- Position your motorcycle on that T.
- On my signal, accelerate straight up this path. Stabilize your speed between 12-18 mph by the time you reach the first line.
- Maintain a steady speed.
- When your front tire crosses the second line, stop as fast as you safely can. You will not lose points if you skid.
- Once stopped, do not allow your motorcycle to roll in either direction.
- Do you understand the instructions for the Quick Stop?
- Proceed to the start T, and wait for my signal to begin.

Move to a position that is straight out from or behind the second timing line, out of the path of travel. Watch the lines at the start and end of the 20' timing zone. Start the timing when the front tire reaches the first line. Stop timing when the front tire reaches the second timing line.

Once you've completed the scoring, and confirmed that the rider is not entitled to a re-ride (see below), read the instructions for Exercise #4, the Obstacle Swerve, to the rider. You may need to ask the rider to roll the motorcycle back from the stopped position for a clear view of the obstacle and side lines. Then, instruct the rider to return to the same start T used for Exercise #3.

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Scoring

To score the exercise, move to the stopped position of the motorcycle and score the stopping distance at the leading edge of the front tire to the next higher one foot increment. Record the distance on the rider's score sheet. Enter the time shown on the stopwatch. Use the time/distance chart on the score sheet to determine the maximum allowable stopping distance.

A maximum of one re-ride is allowed for any of the following reasons:

If rider time is less than 0.72 seconds:

- First attempt and stopping distance is beyond 20 feet
 - advise the rider to ride between 12 and 18 mph
- Second attempt
 - 5 points

If rider time is greater than 1.15 seconds:

- First attempt
 - advise the rider to ride between 12 and 18 mph
- Second attempt
 - 5 points

If the rider anticipates the stop:

- First attempt
 - advise the rider to brake only when the front tire crosses the second timing line
- Second attempt
 - 5 points

Maximum score for Exercise #3, Quick Stop, is 5 points:

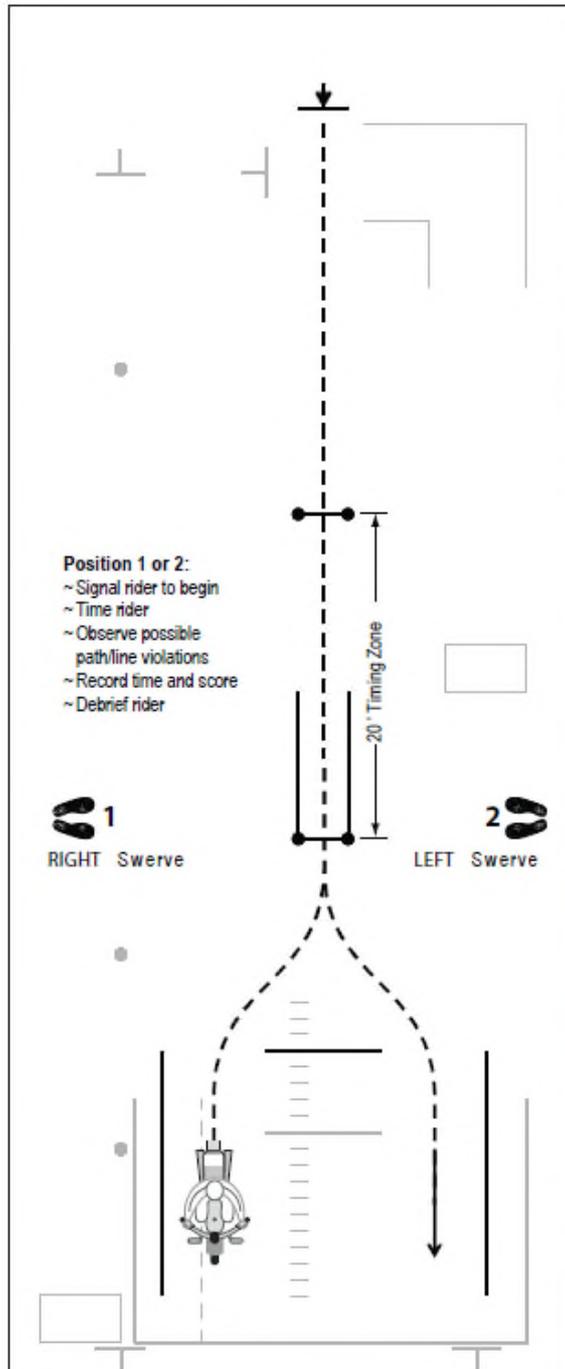
Use the 1' increments painted on the pavement to note the distance of the leading edge of the front tire to the next foot.

Distance beyond braking standard 1 point per foot
(maximum of 5 points)

EXERCISE	3	QUICK STOP	TIME	RE-RIDE TIME	STOPPING DISTANCE	DISTANCE ALLOWED					Quick Stop
						1	2	3	4	5	
	Remarks										Points
											(Maximum 5 points)

Timing/Distance Chart - 20-Foot Timing Zone	
Seconds	Maximum Stopping Distance
.72 - .75	20 Feet
.76 - .79	18 Feet
.80 - .84	16 Feet
.85 - .90	14 Feet
.91 - .97	13 Feet
.98 - 1.05	11 Feet
1.06 - 1.14	9 Feet
1.15	8 Feet

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EXERCISE #4 – OBSTACLE SWERVE

Rationale

Research has shown that over 30% of all crash-involved riders fail to take any evasive action and over 75% improperly execute evasive action in an emergency situation. The Obstacle Swerve exercise measures the rider's ability to maneuver quickly to avoid a hazard while maintaining control of the motorcycle.

Examiner Position and Action

While at the stopped position in Exercise #3, stand to the side the rider will be swerving and read aloud the following instructions for the Obstacle Swerve.

- Start at the same start T.
- On my signal, accelerate straight up this path. Stabilize your speed between 12-18 mph by the time you reach the first line.
- Maintain a steady speed.
- When your front tire passes the second line, swerve to the (right/left).
- Avoid the obstacle line and stay to the inside of the sideline. Do not touch either line.
- Stop smoothly and wait for further instructions.
- Do you understand the instructions for the Obstacle Swerve?
- Proceed to the start T, and wait for my signal to begin.

Instruct the rider to return to the Start T (also used in Exercise #3), and move to the side of or behind the second timing line, out of the path of travel and to the side that the rider was instructed to swerve. Be in position to clearly see both timing lines and have a direct view of the obstacle line and the sideline.

Watch the lines at the start and end of the 20' timing zone. Start the timing when the front tire reaches the first line. Stop timing when the front tire reaches the second timing line.

Complete the scoring, and confirm that the rider is not entitled to any points.

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Scoring

To score the exercise, enter the time shown on the stopwatch. Confirm that rider time was within the allowable range - 0.72 to 1.15 seconds.

A maximum of one re-ride is allowed for the following reasons:

If the rider time is less than 0.72 seconds:

- First attempt, and a path violation occurs
 - advise the rider to ride between 12 and 18 mph
- Second attempt and path violation occurs.
 - 5 points

If rider time is greater than 1.15 seconds and no path violations occur:

- First attempt
 - advise the rider to ride between 12 and 18 mph
- Second attempt
 - 5 points

If the rider swerves in the wrong direction:

- First attempt
 - advise rider of the proper direction to swerve
- Second attempt
 - 5 points

If the rider brakes or swerves in the timing zone:

- First attempt
 - advise the rider to begin swerving only after the front tire passes the second line
- Second attempt
 - 5 points

Maximum score for Exercise #4, Obstacle Swerve, is 5 points:

A tire touches or crosses the obstacle line or side line or the rider swerves in the wrong direction 5 points

EXERCISE 4	OBSTACLE SWERVE	TIME	RE-RIDE TIME	Obstacle Swerve	
	Path				5
Speed Standard for Swerve is 0.72 - 1.15 Seconds Remarks (Maximum 5 points)					

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APPLICANT DEBRIEF

Advise the rider of his/her score and pass/fail status immediately after Exercise #4 and briefly explain the point assessments. It is recommended that the rider receive a copy of the score sheet.

The skill level required to pass the test represents minimum, novice level skills. Applicants who are unable to meet these standards may benefit from basic rider instruction. As appropriate, recommend that these riders contact a local rider-education course provider.

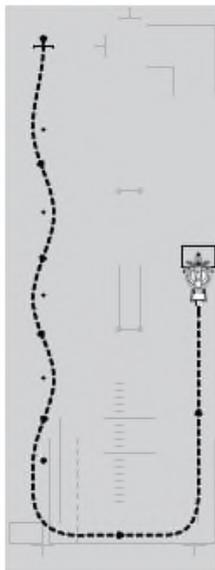
This is a test. It is not training. It is NOT your responsibility to provide any training or advice that will assist an unsuccessful applicant in passing the test in a subsequent attempt.

TEST TERMINATION	TEST TOTAL
<ul style="list-style-type: none"><input type="checkbox"/> Stalls engine four times<input type="checkbox"/> Falls or drops the motorcycle<input type="checkbox"/> Commits an unsafe act<input type="checkbox"/> Fails to understand or follow instructions<input type="checkbox"/> Point accumulation<input type="checkbox"/> Excessive time<input type="checkbox"/> Applicant stops test	<p>TOTAL POINTS 0-10 = PASSING</p>

MOTORCYCLE RIDER SKILL TEST INSTRUCTIONS

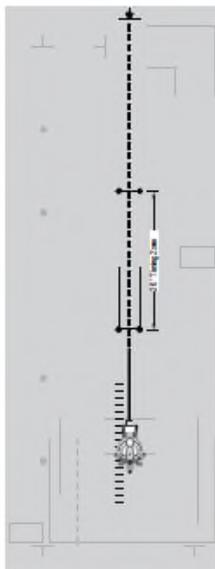
This test consists of four riding exercises that measure your motorcycle control and hazard response skills. The final two exercises involve speeds of about 15 mph. You will be scored on time and distance standards as well as path and foot down violations. The test may be ended for point accumulation, committing an unsafe act or failure to understand or follow instructions. You may stop the test at any time, but you must complete the entire test to pass it. Do you understand the instructions I have just read?

Engine Stalling – Points are assessed if you stall your engine at any time during any exercise. Stalling the engine four times during this test is an automatic failure. Do you understand the instructions on Engine Stalling?



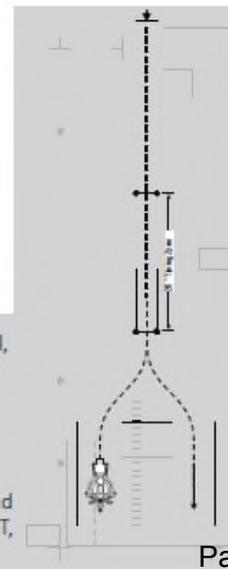
Cone Weave, Normal Stop – When signaled, ride to the right of the first cone, to the left of the second, and so on. Weave past all five cones without touching or skipping a cone or putting a foot down. Turn left and ride toward that side of the course. Make a smooth, non-skidding stop with your front tire inside that box. When stopped, your front tire must not touch the painted lines. Remain stopped. Do you understand the instructions for the Cone Weave and Normal Stop? Wait for my signal to begin.

Turn From A Stop, U-Turn – When signaled, make a right turn between the boundary lines. Do not touch either line or put a foot down. Diagonally, cross to the opposite side of the range and make a left u-turn inside the painted box at the far end of the range. Do not touch the solid line or put a foot down (motorcycles 600cc or more). Do not touch the dashed line or put a foot down (motorcycles less than 600cc). Stop with your front tire inside that box and wait for further instructions. Do you understand the instructions for the Turn From a Stop and U-Turn? Wait for my signal to begin.



Quick Stop – Position your motorcycle on that T. On my signal, accelerate straight up this path. Stabilize your speed between 12-18 mph by the time you reach the first line. Maintain a steady speed. When your front tire crosses the second line, stop as fast as you safely can. You will not lose points if you skid. Once stopped, do not allow your motorcycle to roll in either direction. Do you understand the instructions for the Quick Stop? Proceed to the start T, and wait for my signal to begin.

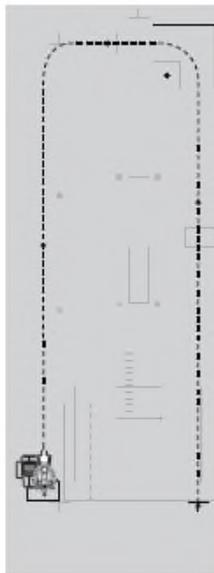
Obstacle Swerve – Start at the same start T. On my signal, accelerate straight up this path. Stabilize your speed between 12-18 mph by the time you reach the first line. Maintain a steady speed. When your front tire passes the second line, swerve to the (right/left). Avoid the obstacle line and stay to the inside of the sideline. Do not touch either line. Stop smoothly and wait for further instructions. Do you understand the instructions for the Obstacle Swerve? Proceed to the start T, and wait for my signal to begin.



3-WHEEL VEHICLE RIDER SKILL TEST INSTRUCTIONS

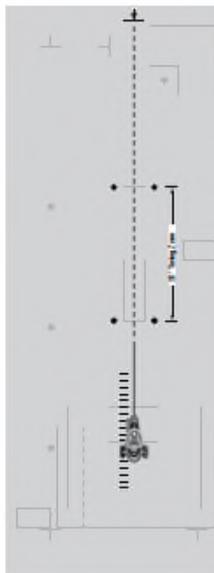
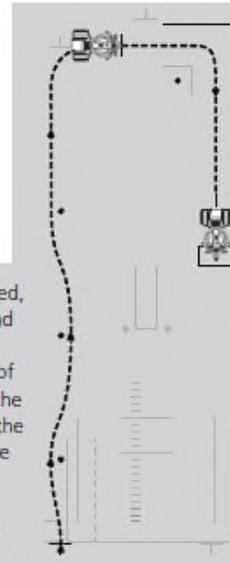
This test consists of four riding exercises that measure your vehicle control and hazard response skills. The final two exercises involve speeds of about 15 mph. You will be scored on time and distance standards as well as path violations. The test may be ended for point accumulation, committing an unsafe act or failure to understand or follow instructions. You may stop the test at any time, but you must complete the entire test to pass it. Do you understand the instructions I have just read?

Engine Stalling – Points are assessed if you stall your engine at any time during any exercise. Stalling the engine four times during this test is an automatic failure. Do you understand the instructions on Engine Stalling?



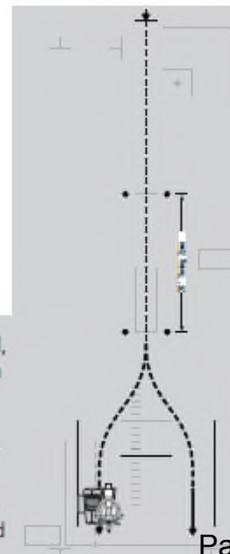
Left Turn, Normal Stop – Accelerate straight ahead and make a sharp left turn between the outside boundary line and the cone marker. Do not touch the outside line or the cone. Then ride toward this end of the course. Make a smooth, non-skidding stop with your front tire inside that box. (Left front tire on vehicles with two front tires.) When stopped, your front tire must not touch the painted lines. Remain stopped. Do you understand the instructions for the Left Turn and Normal Stop? Wait for my signal to begin.

Cone Weave, Right Turn From a Stop – When signaled, ride to the left of the first cone, to the right of the second, and to the left of the third. Weave past all three cones without touching or skipping any of the cones. Turn right at the end of the course and stop at the Start "T" facing the other side of the course. On my next signal, make a right hand turn between the outside boundary line and the cone. Do not touch the outside boundary line or the cone. Make a smooth, non-skidding stop with your front tire inside that box and wait for further instruction. Do you understand the instructions for the Cone Weave and Turn From a Stop? Wait for my signal to begin.



Quick Stop – Position your vehicle on that T. On my signal, accelerate straight up this path. Stabilize your speed between 12-18 mph by the time you reach the first line. Maintain a steady speed. When your front tire/overhang crosses the second line, stop as fast as you safely can. You will not lose points if you skid. Once stopped, do not allow your vehicle to roll in either direction. Do you understand the instructions for the Quick Stop? Proceed to the start T, and wait for my signal to begin.

Obstacle Swerve – Start at the same start T. On my signal, accelerate straight up this path. Stabilize your speed between 12-18 mph by the time you reach the first line. Maintain a steady speed. When your front tire/overhang passes the second line, swerve to the (right/left). Avoid the obstacle line and stay to the inside of the sideline. Do not touch either line. Stop smoothly and wait for further instructions. Do you understand the instructions for the Obstacle Swerve? Proceed to the start T, and wait for my signal to begin.



RIDER SKILL TEST SCORE SHEET (MOTORCYCLE)

This test consists of four exercises that measure your motorcycle control and hazard-response skills. The final two exercises involve speeds of about 15mph. You will be scored on time and distance standards as well as path violations. The test may be ended for point accumulation, committing an unsafe act or failure to understand or follow instructions. You may stop the test at any time, but you must complete the entire test to pass it. Do you understand the instructions I have just read?

Applicant Signature: _____ Date: _____

Examiner: _____

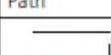
EXERCISE 1	CONE WEAVE				Cone Weave				
	Tire Skips or Hit Cone(s)			3	5				
	Foot Down			3	5				
	▲ ▲ ▲ ▲ ▲ Remarks			(Maximum 10 points)			Points		
	NORMAL STOP				Normal Stop				
Skid			3						
Stopped Position				5					
□ Remarks			(Maximum 8 points)			Points			
EXERCISE 2	TURN FROM A STOP				Turn from a Stop				
	Path			3	5				
	Foot Down			1					
	□ Remarks			(Maximum 6 points)			Points		
	U-TURN				U-Turn				
Path				5					
Foot Down				5					
□ Remarks			<input type="checkbox"/> less than 600cc	<input type="checkbox"/> 600cc or more	(Maximum 10 points)		Points		
EXERCISE 3	QUICK STOP	TIME	RE-RIDE TIME	STOPPING DISTANCE		DISTANCE ALLOWED		Quick Stop	
				1	2	3	4	5	
□ Remarks			(Maximum 5 points)			Points			
EXERCISE 4	OBSTACLE SWERVE	TIME	RE-RIDE TIME			Obstacle Swerve			
	Path				5				
□ Remarks			Speed Standard for Swerve is 0.72 - 1.15 Seconds			(Maximum 5 points)	Points		
ENGINE STALLING				Stalling					
Stalling Engine During Any Exercise			1	3	5				
□ Remarks			4th occurrence, automatic failure			Points			
Timing/Distance Chart - 20-Foot Timing Zone			TEST TERMINATION				TEST TOTAL		
Seconds	Maximum Stopping Distance		<input type="checkbox"/> Stalls engine four times <input type="checkbox"/> Falls or drops the motorcycle <input type="checkbox"/> Commits an unsafe act <input type="checkbox"/> Fails to understand or follow instructions <input type="checkbox"/> Point accumulation <input type="checkbox"/> Excessive time <input type="checkbox"/> Applicant stops test					TOTAL POINTS 0-10 = PASSING	
.72 - .75	20 Feet								
.76 - .79	18 Feet								
.80 - .84	16 Feet								
.85 - .90	14 Feet								
.91 - .97	13 Feet								
.98 - 1.05	11 Feet								
1.06 - 1.14	9 Feet								

RIDER SKILL TEST SCORE SHEET (THREE WHEEL)

This test consists of four exercises that measure your vehicle control and hazard-response skills. The final two exercises involve speeds of about 15mph. You will be scored on time and distance standards as well as path violations. The test may be ended for point accumulation, committing an unsafe act or failure to understand or follow instructions. You may stop the test at any time, but you must complete the entire test to pass it. Do you understand the instructions I have just read?

Applicant Signature: _____ Date: _____

Examiner: _____

EXERCISE 1	LEFT TURN					Left Turn						
	Path					3	5			Points		
	 Remarks (Maximum 5 points)											
	NORMAL STOP					Normal Stop						
Skid					3	5			Points			
Stopped Position					5							
 Remarks (Maximum 8 points)												
EXERCISE 2	CONE WEAWE					Cone Weave						
	Tire hits or skips cone					3	5			Points		
	 Remarks (Maximum 5 points)											
	TURN FROM A STOP					Turn from a Stop						
Path					3	5			Points			
 Remarks (Maximum 5 points)												
EXERCISE 3	QUICK STOP	TIME	RE-RIDE TIME	STOPPING DISTANCE		DISTANCE ALLOWED			Quick Stop			
				1	2	3	4	5	Points			
	Remarks (Maximum 5 points)											
EXERCISE 4	OBSTACLE SWERVE	TIME	RE-RIDE TIME	Obstacle Swerve								
	Path					5			Points			
	 Remarks Speed Standard for Swerve is 0.72 - 1.15 Seconds (Maximum 5 points)											
ENGINE STALLING					Stalling							
Stalling Engine During Any Exercise					1	3		5			Points	
Remarks 4th occurrence, automatic failure												
Timing/Distance Chart - 20-Foot Timing Zone					TEST TERMINATION					TEST TOTAL		
Seconds		Maximum Stopping Distance			<input type="checkbox"/> Stalls engine four times <input type="checkbox"/> Excessive tip or lost control of trike <input type="checkbox"/> Commits an unsafe act <input type="checkbox"/> Fails to understand or follow instructions <input type="checkbox"/> Point accumulation <input type="checkbox"/> Excessive time <input type="checkbox"/> Applicant stops test					TOTAL POINTS 0-10 = PASSING		
.72 - .75		20 Feet										
.76 - .79		18 Feet										
.80 - .84		16 Feet										
.85 - .90		14 Feet										
.91 - .97		13 Feet										
.98 - 1.05		11 Feet										
1.06 - 1.14		9 Feet										