



Observed Run Policy

Under normal circumstances, all Observed runs are either planned to take place on the third Sunday of the month (with occasional variations) or planned to be Appointed Observer Runs (AOR) where a nominated Observer agrees in advance to coach an Associate for a series of runs outside the Sunday programme.

All such Associates are usually paid-up Associate Members of IAM and subsequently accepted into GAM as an Associate Member, such membership lasting until the Associate passes their test, fails the test, or resigns from IAM or GAM.

Occasionally GAM is asked to carry out other types of assessment or coaching and the Group Policy for these is as follows:

Associate Members who have failed their test and wish to attempt it again

These Associates must call IAM HQ and arrange for a re-test at the current IAM fee. When this has been done, they will be re-instated on the list of Associates under training and given the opportunity of two or three further runs. These must concentrate on the specific issues raised by the Examiner during the initial test.

Sunday appointments will be offered where these were undertaken previously, but GAM reserve the right to move the Associate to AOR if their attendance on a Sunday blocks spaces for new Associates. An eyesight check must be performed in every case and run reports will be the same as used for normal Associate runs.

Members who have opted for Fellowship of IAM

Fellowship of IAM requires re-testing every 3 years. The annual IAM membership fee for Fellows is slightly higher than that for Full Members to pay for the additional testing. The IAM fee does not include any element of re-imburement for GAM to defray expenses incurred in providing additional coaching prior to a re-test.

Fellows may apply to GAM for additional coaching and pre-test Observed runs as long as they are and remain Members of GAM for the same period of time as their IAM Fellowship, and they live in the GAM catchment area (identified on GAM's website). Early warning of the intended re-test date will assist in planning runs.

Applications will be processed by the Associate Co-ordinator. Sunday appointments will be offered where available, but GAM reserve the right to move the Member to AOR if their attendance on a Sunday blocks spaces for new Associates.

A document declaration form must be signed by the Fellow, an eyesight check must be performed in every case and run reports will be the same as used for normal Associate runs.



Taster sessions, 'Charity' driver Assessments and public events

GAM will provide free 'one off' taster and public assessment runs as part of their marketing of the Group and the IAM. Occasionally these may be as part of our support to other local charities who wish to have their volunteer drivers assessed. These will be shorter than Observed runs and will be reported using the public assessment run form. A document declaration form and eyesight check must be performed in every case.

GAM Member Refreshers

GAM will provide occasional free 'one off' GAM Member refresher runs as a Group member benefit. These will be shorter than Observed runs and will be reported using the public assessment run form. Applications will be processed by the Associate Co-ordinator using spare spaces on Sundays as available. A document declaration form and eyesight check must be performed in every case.

Observer Procedures

All Observed runs will be subject to the Associate signing a Document Declaration Form and successfully completing an eyesight check before the run.

All Observed runs must be notified to the GAM committee. In practice, Observed runs that are pre-arranged for Sundays or AOR will not require further notification, but in order to ensure Observers are insured for the time they spend on duty as a group volunteer, all other Observed runs are to be pre-notified to the AOR Manager or the Associate Co-ordinator.

Spare copies of the Run Report form are available and Observers should use these when the Associate's log book is full or when no log book is present, such as for Fellows.