Associate Progress Flow Interested Person Applies to RoadSmart IAM RoadSmart to become an **Advanced Driver** Associate If Appropriate Young Driver IAM RoadSmart forward Registered on Ambassador Advised by **Applicants Details to Group** IAM RoadSmart Applicant of Application to Secretary Database DTE IAM RoadSmart Young Driver **Applicant Request for** Group Secretary Checks DTE Standard Fellowship **Financial Support** Data Against Local Held Review Detail **Letter and Group** Application sent to Group Application Form Associate from Completed and Returned to Accepted Rejected **Group Secretary Group Secretary** Stays Associate Continues or **Group Secretary Checks that** When Group Application Processed Withdraws Associate has all Necessary Associate Details Passed to Chief Documents from IAM **Observer and Associate Controller** Withdraws RoadSmart for Allocation of Observer Associate Contacts IAM **Declaration Signed** RoadSmart to Cancel by Associate in Course Logbook at First Drive **Observed Drives** All Details Recorded in Associates Log Book **Associate Theory Group Meeting** At Least One to be Associate Believed Test **Key to Symbols** Ready by Observer Attended Sign-off Retained in Start/Stop Log Book Chief Observer Advised of **Associate Being Test Ready Process** Request for a Pre-test Drive Sub - Process Pre-test Drive by Group **National Observer** Document No Associate Examiner Advised by Decision **Believed Test** IAM RoadSmart Ready Data **Examiner Contacts** Group Secretary Advised and Associate to Fix Test Date Associate Marked Test Ready Database at IAM RoadSmart **Indicates Key Task** Test Taken Certificate Issued to Appropriate Certificate No Yes Member at Group **Pass** Approved by IAM Meeting RoadSmart