



# CYCLO-CROSS GUIDELINES

## - 2021 -

*Revised: Aug 12, 2021*

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## COVID-19 PREAMBLE

As a result of the ongoing COVID-19 pandemic and restrictions that are still in place in the province of Ontario, some of the items in the Cyclo-Cross Guidelines will require updating to reflect the current Provincial situation.

Below are items that organizers will need to be aware of and/or factor in when organizing their 2021 CX events:

1. Race Format & Scheduling
2. Registration Protocols
3. Membership Requirements
4. Washroom Facility Access
5. Event Signage and Course Setup
6. Spectators
7. Prizing & Podium Protocols
8. Volunteers, Staff and Suppliers

**The Cyclo-Cross Guidelines (including COVID-19 PREAMBLE) are based on regions being in Step 3 of the Provincial Government's Re-Opening plan**



### RACE FORMAT & SCHEDULING

Currently (as of July 16, 2021) the Province of Ontario requests that all individuals maintain a physical distance of 2m from anyone outside their household unless engaged within a physical fitness or sporting activity. As a result, mass start events are possible with certain COVID-19 protocols in place including distancing and masking rules before and after competition for the competitors, and throughout the day for spectators, staff, volunteers and Commissaires. The OCA has enlisted the services of Odyssey Medical who will be at select events throughout the Ontario Cup Cyclo-Cross season and will provide guidance on health and safety protocols that should be followed at events. We continue to encourage all event organizers to engage with their local Public Health Unit when planning their event to find out the local area requirements and protocols that should be followed.

Acceptable race formats include:

#### 1. Individual Start

- a. 30 second start intervals between riders with physical distancing at start
- b. Scheduled with presumed fastest rider starting first in session
- c. May require a starting loop to ensure riders in line to start to not impede riders continuing for another lap.

#### 2. Two Up Time Trial

- a. Similar to Individual Start however two individuals will start physically distanced
- b. May require a starting loop

#### 3. Contactless Team Relay (Madison Style)

- a. 2 person teams competing in alternate lap race, contactless format
- b. May be done with mass start or Individual Start format

#### 4. Fastest Lap

- a. Short course race where riders start individually in intervals and do multiple laps.
- b. Instead of the full race being counted (like in an Individual Start format), only the rider's fastest lap is used for results.

#### 5. Mass Start Racing

- a. Staging of riders will need to allow for 2m distancing and masks are recommended
- b. Call-up for riders fastest to slowest on the start line (still distanced)
- c. Upon the start of the race, riders will be allowed to ride together in a bunch
- d. Once complete, riders should be reminded to maintain physical distancing and it is recommended they wear masks.
- e. Any spectators, coaches and event staff should be physical distancing and wearing masks

Other considerations may be considered upon application to the OCA, however any format must follow the Ontario Government's most up-to-date regulations regarding COVID-19.

When creating an event schedule and venue setup, Event Organizers should factor in that pre/post session congregating of more than the government allowed gathering size will put the organizer's event sanction and insurance in jeopardy.

Surveys done in 2020 revealed that the majority of riders are supportive of events without prizing, so providing immediate in-person results or podiums will not be required.



For events larger than that allowed by the Ontario Government for a public gathering or organized activity, different “sessions” may be required to accommodate the number of registrants and abide by Provincial gathering regulations. Regardless of format chosen, ALL riders, officials and volunteers at the start line should be wearing a mask and practice proper physical distancing. Riders may remove their mask just prior to the start of their race.

### **What does all this mean?**

If the Government has a maximum allowance of 100 participants for a public gathering or organized activity taking place at a facility (and for basic risk management practices), there will need to be multiple “sessions” or start times to accommodate a larger number of registrants. If the race is a loop format with the start and finish in the same general location, it is advised to design the schedule in such a way that competitors will “flow through” the premises, avoiding points of congestion or congregation.

Some ways to separate sessions include:

#### **Distance based Sessions**

- One Session per race distance

#### **Ability based Sessions**

- One ability category per Session

#### **Open Session signup (if only one race distance)**

- Participants may sign up to the wave start time of their choice but are seeded by presumed fastest within that Session
- Results will only be posted at the end of the competition

Example Day Schedule: Mass Start Racing, venue capacity allowance at 50%

<b>Ontario Cups &amp; Regional Events</b>		
<b>Start Time</b>	<b>Category</b>	<b>Approximate Duration</b>
9:30 AM	Session 1 (M3 Men)	40 minutes
10:10 AM	<i>Gap</i>	<i>20 minutes</i>
10:30 AM	Session 2 (E4 Men)	40 minutes
11:10 AM	<i>Gap</i>	<i>20 minutes</i>
11:30 AM	Session 3 (Youth A, B, C)	30 minutes <i>(A youth 40 mins)</i>
12:00 PM	<i>Gap</i>	<i>30 minutes</i>
12:30 PM	Session 4 (M2 / E3 Men)	45 minutes
1:15 PM	<i>Gap</i>	<i>30 minutes</i>
1:45 PM	Session 5 (Elite / Master Women)	40 minutes <i>(Elite 1/2 50 mins)</i>
2:25 PM	<i>Gap</i>	<i>30 minutes</i>
2:55 PM	Session 6a (M1 / E1 / E2 Men)	60 minutes
	Session 6b (Single Speed)	45 minutes



### REGISTRATION PROTOCOLS

Different registration protocols will need to be put in place to ensure proper contact tracing and limit possible transmission of the virus. Measures include:

#### Prior to Event Day

1. Events are PRE-REGISTRATION ONLY with session maximums (if applicable)
2. All participants MUST have completed the OCA waiver also acknowledging the risks of COVID-19. These should be built into the registration process to ensure capture prior to the event day.
3. Rowan's Law Concussion Code of Conduct for the Organizer should be included with registration to ensure compliance with legislation.

#### Day of

1. All event participants (including organizers, volunteers, exhibitors, coaches, competitors and spectators) must be pre-screened for COVID-19, with a screening questionnaire/declaration needing to be completed, prior to attending the event.
  - a. The screening questionnaire should be available online so that registration/volunteers can confirm that it has been completed for the individual with no contact or writing utensil required.
2. Registration/sign-in setup on site must ensure proper physical distancing is maintained. An outdoor covered area (but not enclosed) is recommended unless weather is an issue.
3. All event participants including competitors, spectators, volunteers, organizers, parents, etc. will be required to wear a mask, except when racing. Scarfs and buffs are not sufficient!
  - a. Organizers have the right to refuse entry to any participant/spectator not following event protocols
4. Riders registering for the Ontario Cup CX Series event will receive a number for the season that will be used at each OCup CX event. This is a suggested practice for all events run as a series.
  - a. Riders will still be required to "sign/check-in" at each event but will not need a new number for each event.
  - b. Numbers will still be available for those who lost/misplaced their number (\$10 replacement fee) or who require one at their first event.

### MEMBERSHIP REQUIREMENTS

For all 2021 Cyclo-Cross events, registration will be open to 2021 UCI Race License holders (including UCI CX ONLY License holders) or 2021 OCA Citizen Permit holders with a valid race category on their card. (Note for any National level events in Ontario, a UCI will be required)

In addition, organizers of certain CX events may have the option to offer Non-Member permits as part of their event should they choose. This must be done via online registration only if approved. Please contact the OCA for more details should you be interested. An insurance premium will apply.

We encourage organizers to reach out to local area cycling clubs to encourage participation in their events and the OCA will help in marketing the event through its website and social media channels.



### WASHROOM FACILITY ACCESS

Washroom facilities must be available in quantities appropriate to the number of participants. Consideration must also be given to providing nearby access to washroom facilities for officials located at the finish line. In addition, organizers are strongly encouraged to provide barrier-free washrooms.

Organizers will need to contact their local Public Health Unit Office for guidelines on washroom facilities, including how often these washrooms must be cleaned/sanitized and the appropriate number for an event held during the COVID-19 period. If using a city facility, and the city facility washroom is closed, organizers will need to find an alternate location or alternate washroom alternative.

Hand wash or hand sanitizer stations should be near ALL washroom facilities.

#### ***O. Reg. 364/20: RULES FOR AREAS IN STAGE 3***

##### ***Cleaning requirements***

***5. (1) The person responsible for a business or place that is open shall ensure that,***

***(a) any washrooms, locker rooms, change rooms, showers or similar amenities made available to the public are cleaned and disinfected as frequently as is necessary to maintain a sanitary condition; and***

***(b) any equipment that is rented to, provided to or provided for the use of members of the public is cleaned and disinfected as frequently as is necessary to maintain a sanitary condition.***

***(2) For greater certainty, clause (1) (b) applies to computers, electronics and other machines or devices that members of the public are permitted to operate.***

### EVENT SIGNAGE AND COURSE SETUP

As a result of the COVID-19 Pandemic, all events will be required to have signage in regards to physical distancing, washing/disinfecting hands, and the mandatory wearing of masks.

Signage should be placed throughout the event facility/location including at any entrances/exits, registration areas, parking lots, washrooms facilities, course entries/exits and spectator/vendor areas. Organizers will need to indicate where and what signage will be posted when submitting their event sanctioning application.

Registration/Sign-in and Start/Finish areas shall be in a covered area, within a relatively short walking distance of each other. There should still be enough air-flow to ensure this is not a fully enclosed space and to limit any potential virus transmission. Individuals at these locations should be physically distanced (min 2m) and wear masks. Registration should be equipped with multiple tables to ensure physical distancing can be kept. Ground markers/indicators for staff and participants on where to stand (physically distanced) should be strongly considered (and are mandatory for indoor registration), in addition to any other signage required (including mandatory mask wearing).



Course setup will be determined by the race format chosen by the organizer for the event. Key Course setup requirements however will include:

1. The Start and staging area should have marked off spots for each rider to stage that provides the minimum physical distancing requirement of 2m.
2. Riders should be seeded on the start list in order of presumed fastest rider with pre-arranged starting times or distanced call-ups. (Start lists should be based on pre-registration and not on who checked-in the day of)
  - a. The “Staging Area” will be required to be a large space with physical distancing markers indicating on the ground in which riders must adhere to in order to respect physical distancing requirements.
3. The Start/Finish area must be controlled at all times. In addition, ALL course crossings should have a designated volunteer presence at all times.
4. Organizers must employ a reliable timing system which can accommodate their race format and publish online results in an accurate and timely fashion (Updated Live Online Results would be best). Results should not be posted at the event location to avoid people congregating. Due to changes in scheduling and restrictions, riders from the same category may ride within the same session but not necessarily in succession for Individual Start events.

### **SPECTATORS**

Organizers are encouraged to limit spectators as much as possible unless they have the capacity to accommodate these individuals safely AND the local Public Health Unit permits as such. A reminder that Ontario Government regulations dictate how many spectators can attend a sporting activity at an outdoor facility based on capacity percentage. Spectators are required to complete COVID-19 Screening and must physically distance with masking being strongly encouraged under the Step 3 regulations. Organizers may limit spectators to none should they choose.

If spectators are not allowed at the event, each youth athlete under the age of 18 may still be accompanied by one (1) parent/legal guardian to the event. This should be clearly indicated in the event technical guide.

For events with spectators, spectator areas may be designated and individuals reminded to physically distance at all times from other spectators and event participants, as well as wear a mask.

### **PRIZING AND PODIUM PROTOCOLS**

During the COVID-19 Pandemic, organizers are encouraged to forgo podium presentations to avoid congregation of people. A survey of members last fall indicated an overwhelming majority are in favor of no prizing to help save costs to organizers and to limit close gatherings. Organizers may offer alternative prizing options (e-gift cards, discount codes to online retailers, etc.) if they so choose.

Any organizer looking to have awards and a podium presentation will need to demonstrate stringent podium protocols (including sanitization and physical distancing).



### **VOLUNTEERS, STAFF AND SUPPLIERS**

All on-site volunteers, staff and suppliers will be required to complete the Event Pre-Screening each day they are working the event. Volunteers, staff and suppliers should also wear a mask (mandatory in places where close proximity to other participants is likely including parking lot, registration, start line, finish line, awards area etc.)

Each event should designate an individual to be in charge of COVID-19 matters, including ensuring protocols are being followed, signage is posted in high visibility areas, etc.

Some health and safety businesses do offer this service for events.



### Cyclo-Cross Event Sanctions

#### Camps & Clinics

A camp or clinic designation focuses on learn-to-clinics, and instructional camps for beginner level riders. Please contact the OCA office for more information.

#### Weekly Series

A weekly series event runs with different ability categories than that of a Regional Race or Ontario Cup. Acceptable categories can include Beginner, Sportif, and Open categories. License requirements subject to event rules and approval.

#### Citizen Event

A Citizen sanctioned event is one that has categories that may differ from that of the ability based category structure at Regional and Ontario Cup events. This could be age based, or a different form of ability race (Open, Sportif, etc.) or simply distanced based. Availability of Non-Member permits is subject to OCA approval and would incur an additional insurance premium.

#### Regional Event

A sanctioned regional race runs with the same ability based category structure as an Ontario Cup, and upgrade points are awarded. Ontario Cup points are not awarded at these events. Beginner and/or Sportif categories may be considered on a case-by-case basis. Availability of Non-Member permits is subject to OCA approval and would incur an additional insurance premium.

#### Ontario Cup Series Event

An Ontario Cup sanctioned race must run with ability based categories (see license requirements below). Both Upgrade Points and Ontario Cup points are awarded at these events. A maximum of 5 Ontario Cup Series Event sanctions will be approved per Cyclo-Cross season.

#### Provincial Championship

A Provincial Championship sanctioned race must run with age based categories (see License Requirements below). This event may be open to UCI License holders from other Canadian provinces however these individuals will not be considered for any Provincial Championship prizing.

#### National Race

A National sanctioned race must run according to Cycling Canada stipulations and sanctioning. If events/categories are to be sanctioned through the province, this must be communicated and all applicable paperwork and fees submitted.





## International Race

An International sanctioned race shall be considered on application. Please contact the OCA office. If events/categories are to be sanctioned through the province, this must be communicated and all applicable paperwork and fees submitted.

## Sanctioned Event Fees

All sanctioned Cyclo-Cross events have the following associated costs:

- Event Permit (waived for the 2021 season)
- Insurance Coverage (See 2021 Special Pricing)
- Event Levies (See 2021 Special Pricing)

Cyclo-Cross Fees					
	Weekly Series	Citizen Race	Regional Race or Ontario Cup Event	Provincial Championship	National Event
<b>Event Permit Fee</b>	\$0	\$0	\$0	\$0	\$0
<b>Levies*</b> (Minimum \$50 non-refundable deposit required) ❶	\$1. <sup>00</sup> + HST per registrant <sup>(1)</sup>	\$1. <sup>00</sup> + HST per registrant <sup>(1)</sup>	\$1. <sup>00</sup> + HST per registrant <sup>(1)</sup>	\$1. <sup>00</sup> + HST per registrant <sup>(1)</sup>	\$1. <sup>00</sup> + HST per registrant <sup>(1)</sup>
<b>Non-Member Permit</b>	NA	Pre-Registration Only*	Pre-Registration Only*	Not Permitted**	Not Permitted
<b>Insurance</b>	\$0	<u>OCA Members Only</u> \$0  <u>Non-Members</u> Contact Office	<u>OCA Members Only</u> \$0  <u>Non-Members</u> Contact Office	Please contact the OCA Office	Please contact the OCA Office
<p>*Non-Member Permits may be permitted in specific categories only. Insurance costs may increase as a result.</p> <p>**Provincial Championship may include Non-Members within a Sportif race. Insurance costs may increase as a result.</p>					

## Levy Notes

\*Based on published start lists for races and registered entrants for all other events

<sup>(1)</sup> Per unique entrant      <sup>(2)</sup> To be quoted > 500 entrants      <sup>(3)</sup> Total number of entrants

❶ Remainder of levies owed will be invoiced following the event based on all registered individuals (including DNF and DNS). Organizers are to provide final registrant numbers within 3-5 business days following their event. Event cancellations due to Government imposed COVID-19 shutdowns will have their levy deposit credited.

## Event Permit Fees

To help organizers with costs during continuing uncertain times due to COVID-19, event permit fees have been waived for the 2021 season. The Event Organizer will be required to submit an Event Permit Application and Technical Guide for each event unless otherwise communicated.



### Levies

To help organizers with costs during the COVID-19 pandemic, unless otherwise stated, a fee of \$1.<sup>00</sup> + HST per event registrant (DNS and DNF included) will be charged in 2021. Organizers are expected to follow up with the OCA post-event, within 3-5 business days, to report final numbers and levies owing.

### Event Insurance

All sanctioned events are required to submit a request for commercial event insurance. The Organizer will pay the premium for the event prior to event day and reconcile insurance costs based on participation numbers following the event. For the 2021 CX season, insurance fees have been waived for member only events. At the OCA's discretion, and in agreement with the Organizer on the terms, Non-Member Permits may be available for Citizen, Regional and OCup events. All fees collected for Non-Member Permits will be forwarded directly to the OCA during post-event reporting. Non-Member Permits may only be sold during pre-registration only (not available onsite) at a cost of:

- \$15.00 for Adults (19+)
- \$10.00 for Youth (U19)

Additional insured listed may only include landowners, municipalities, and governments. Sponsors should not be listed within the additional insured list. In general, the names provided to be added as named insured should only be those that have specifically requested to be named (e.g. municipality, landowner, etc.). We will not list those that are providing services as that should be covered under their own liability policy (e.g. first aid, photography services, sponsors, etc.). If you are in doubt or have questions, please contact the OCA office. Commercial Event insurance forms can be found on the OCA website.

Events that include alcohol must also submit a Liquor Liability Application as well as submit a copy of the insurance coverage from the third party organization responsible for the alcohol. Liquor Liability Application forms can be found on the OCA website and must be submitted **a minimum of fifteen (15) business days** in advance of the event. We may require copies of Special Occasion Permits and/or evidence of Smart Serve certificates. **(During the COVID-19 pandemic, no events with an alcohol component will be sanctioned. Organizers should also make clear individuals should not bring their own alcohol. Any event with a beer sponsor providing product for prizing/giveaways should make clear that consumption of alcohol at the event site is strictly forbidden.)**

Organizers are permitted to secure their own insurance for an event, as long as there is \$10 million Comprehensive General Liability coverage and it is approved by the OCA insurance broker. This insurance must list the Ontario Cycling Association and Cycling Canada Association (CCA) as additional insured and a copy of the insurance certificate be submitted to the OCA office.

**Commercial insurance applications are due a minimum of 15 business days in advance of the event.**



### **Cancellation Policy**

If an event must be cancelled, the Permit Fee is non-refundable & non-transferable. Insurance permits are for a specific date and may not be transferable. For 2021, levy fee deposits will only be credited should the event be cancelled as a direct result of a Government imposed shutdown due to COVID-19.

### **Refundable Registration**

CCN Bikes/Interpodia is working on an option where participants can purchase “upgraded refund terms” as a form of registration protection. If participants are unable to attend an event for reasons listed at the included link, their registration fees would be compensated. <https://interpodia.com/new-feature-refundable-registrations-enabled-to-improve-purchaser-confidence/>



### General Guidelines: All Levels of Events

#### Organizers

- All race organizers must be licensed members of the Ontario Cycling Association (OCA).
- It is recommended that all organizers complete a commissaire training course. For information related to commissaire courses, please contact the OCA.

#### Online Registration

CCN Bikes is the OCA's preferred provider of online registration services. All sanctioned events must use CCN bikes to administer their event registration, unless otherwise approved by the OCA office. It is the responsibility of the Organizer to setup the online registration, ensure all online waivers are attached and inform CCN that the OCA requires access to monitor registrations (in case of any license issues that can be resolved prior to the event).

Prior to registration going live on CCN, the following guidelines must be followed:

- Registration cannot go live until the following has been submitted AND approved:
  - 2021 COVID-19 Event Protocol Statement (*Prior to Preliminary Calendar Announcement*)
  - Signed Organizer Contract Agreement (*Prior to posting on Official Calendar*)
  - Levy Deposit Paid (*Prior to posting on Official Calendar*)
  - Signed Sanctioning Policy
  - Completed Event Permit Application
  - Completed Technical Guide
  - Completed Emergency Action Plan
  - Completed Staffing Plan
- OCA shall be given access to CCN registration to monitor licensing issues.
- Registration must close on the **Wednesday** prior to the event at **11:59pm** unless otherwise agreed to.
- All riders must complete an OCA waiver. In an effort to streamline waiver capture, **waivers should be built into the registration system** for riders to sign off on.

All event waivers and registration must be completed online. (ie. no day of registration will be allowed in 2021) Participants who have missing signed waivers will be contacted in advance to complete before the event. The Organizer is responsible in forwarding to the OCA scanned PDF copies of those waivers. CCN Bikes has the capability to imbed the waiver as part of the registration process for participants to sign electronically.

Individuals with incorrect category selections or other issues should be dealt with prior to the event weekend.



### Rowan's Law:

Ontario's new Rowan's Law is in effect at all OCA sanctioned events in the Province of Ontario. For more information visit <https://www.ontario.ca/page/rowans-law-concussion-safety>.

Organizers should be aware of all requirements under the legislation including having athletes under 26 agree to a concussion code of conduct as part of registration. Below are examples of a Concussion Code of Conduct that can be easily added to your online registration.

[Example Concussion Code of Conduct \(Word\)](#)

[Example Concussion Code of Conduct \(PDF\)](#)

### Technical Guide

Technical Guides associated with the event must be submitted for approval and review by the OCA and Chief Commissaire (if applicable), no later than 45 days before the event date and published upon approval, a minimum of 30 days before the event day. The OCA reserves the right to hold sanctioning an event, until further review of the event technical guide. Organizers should be prepared to provide further details as requested by the OCA.

Technical Guides should include the following:

- OCA Sanctioned by logo (Should also be posted on event website/registration page)
- Category information (start time, distance, licensing chart)
- Registration Information
  - Pre-Registration (website, opening and closing dates, cost)
  - Event Day (sign-in location, closing times, etc.)
- Event rules and regulations
  - Course rules (bib placement, pre-riding, technical zones, etc.)
- Course map to scale including a course profile
- Directions to event location and parking location
- Safety and emergency action plans and information
  - COVID-19 event specific protocols (mask rules, gathering limits, registration information, start/finish setup, instructions for spectators, etc.)
  - Direction to the nearest hospital(s)
  - Person or company responsible for First Aid/Medical
- Prize list and protocol (*if applicable*)
  - COVID-19 Safety Protocols for any Podiums (if having in-person podiums)
- Refund/Cancellation Policy
- Accommodations



In addition to the Technical Guide, Organizers must also submit the following:

- Drawing of the start/finish area
- Marshal plan and location map
- Staffing Plan
- COVID-19 Safety Plan

**Note:** Weekly Series events are not required to have a detailed technical guide however it is recommended that one be prepared. In all cases, Organizers should be prepared to provide further details as requested by the OCA. ***Reduced documentation requirements and simplified structure are not to be confused with standard risk management requirements for the event.***

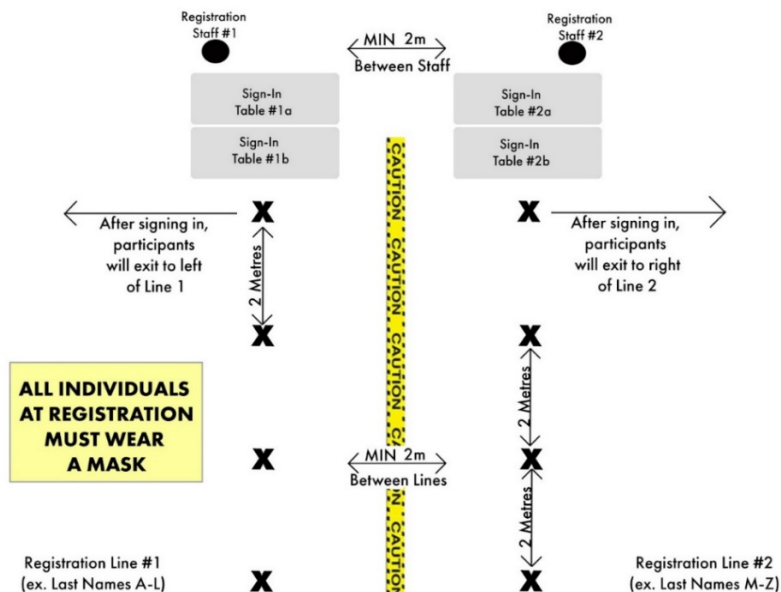
### Event Registration

The following registration standards must be adhered to at the sanctioned event:

- Registration table must follow current COVID-19 physical distancing guidelines, as indicated in the example image. Organizers are encouraged to limit close contact/gathering as much as possible. An online check-in process is encouraged, especially for series events where a number does not need to be given at each event
- All licenses must be checked however this can be done from a distance either by seeing the person's digital or hard copy version
- Pre-registration must be offered through the OCA's registration system, CCN bikes unless otherwise agreed to
- **All events in 2021 will be pre-registration only**
- Appropriate number of staff/volunteers at the registration desk to manage rider check-in including a minimum of 1 individual with the specific role of ensuring COVID-19 protocols and procedures are followed

All riders **MUST** complete an OCA Waiver online prior to their event participation. Organizers are responsible to email PDF copies of all waivers to ensure this information is captured by all event participants. CCN Bikes has the capability to imbed the waiver as part of the registration process for participants to sign electronically.

## EXAMPLE OF POTENTIAL SIGN-IN SETUP



## COVID-19

See COVID-19 Preamble at beginning of document for more information on event formats and requirements of Event Organizers for the 2021 season.

## Course Design

The course should be designed with safety in mind. An ambulance must be able to access any part of the course. Special attention must be paid to the start and finish areas to ensure that proper physical distancing can take place with signage as well as having personnel present to enforce the rules. Organizers are encouraged to contact their local Public Health Unit for guidance on washroom facilities, facility cleaning protocols, safety practices, etc.

## Facilities

The Organizers shall have a permit for the use of the course/facility and shall ensure that the permit is in compliance with all local requirements. The Organizer is responsible to ensure that adequate barricades are in place to keep spectators off the course in the vicinity of the start/finish and or other areas of the course as required. First aid services must be available throughout the event and adequate toilet facilities shall be present for competitors and spectators at all times. Organizers should consult with the local Public Health Unit regarding the appropriate amount of washroom facilities and sanitation measures that may need to be undertaken.



### Course Features

Organizers are responsible for providing the following documentation to the OCA, for all course features, such as fly overs, etc.

- Diagram of feature
- Town Permit for feature
- Engineering Stamp

### First Aid

In addition to first aid coverage outlined in a fully completed Emergency Action Plan (EAP) form, an onsite first aid person provided by [Odyssey Medical](#) or approved equivalent must be provided. The designated First Aid person must be readily identifiable at the event.

Odyssey Medical is the approved medical service provider however, if another approved service is being used, there must be an event representative (Organizer/volunteer) to note all incidents/accidents/crashes/injuries, etc. At a minimum, we require the name (if possible to attain), bib number, wave of race, and suspected injuries.

### Accident/Incident Reports

Organizers are responsible for the timely completion of Accident Reports. All reports must be submitted to the OCA by the Organizer within 72 hours (3 days) of the completion of the event. Fillable PDF Accident Report Forms can be found on the OCA website.

### Marketing

Upon approval of the event Technical Guide and payment of levy deposit, the OCA shall advertise the event on the OCA website Calendar of Events. Events will not be posted on the calendar until all paperwork is finalized and payment has been received.

Organizers are encouraged to provide content that can be utilized by the OCA to advertise their events on social media (e.g. graphics, photos, videos, etc.) in advance. Collaboration on marketing efforts can result in a greater reach and exposure for your event advertising.

### Signage

Event sites must have adequate signage. This includes registration, facilities, and course signage. All marketing signage online and on-site must show that the event is sanctioned by the OCA. Please contact the OCA to receive the appropriate OCA logo to be used on signage, both online and on-site.

COVID-19 Health and Safety Signage regarding mandatory facemask areas, physical distancing, sanitization measures, etc. will be required for the 2021 season. COVID-19 signage will be provided for





sanctioned Ontario Cups by the Ontario Cycling Association.

### **Public Address System**

A public address system is required for all events for 2021. The public address system should be used for all event announcements as well as during the awards presentation/ceremony. This can be through the use of a microphone and PA system and/or loud haler.

### **Communications**

The Organizer must be able to contact First Aid at all times. The Organizer must be available by radio or backup plan at all times, and provide a knowledgeable volunteer at the start/finish area to answer event questions, who is clearly identifiable at all times. Two-way radios are strongly encouraged.

### **Timing & Results**

All events in 2021 are to be timed providing a result for each participant. Timers must be approved by the OCA in advance. All results should be forwarded to the Ontario Cycling Association within 24 hours of the completion of the event so that they can be listed on the Results page of the OCA website. Results should be in either Excel, PDF or html format, sorted by category, with the following items displayed:

- Placing
- Rider's #
- Rider's Category
- Rider's First and Last Name
- Rider's Affiliated Club/Team Name
- Rider's Time

Full results are encouraged however Organizers are only required to provide the top three (3) results for each category. Organizers are responsible for timing, judging, and results.

### **Officials**

There are no requirements for officials at weekly series or citizen level Cyclo-Cross events. Provincial level events require a set of Commissaires be assigned.

### **Toilets**

Toilets must be available in quantities appropriate to the number of participants. Consideration must be given to providing nearby access to toilets for officials located at the finish line. If an event includes para-athletes, appropriate and accessible washrooms must be included.



Organizers are encouraged to reach out to their local Public Health Unit for information on how many toilets would be required for your event size along with sanitation requirements.

### **Inclement Weather Policy**

Local weather should be monitored by the Event Organizer. Events will not be held during conditions of thunder and lightning, excessively high winds or in the unlikely event of a possible tornado. In the event of thunder or lightning, the course must be evacuated and shelter found. Thirty minutes must pass from the last clap of thunder or flash of lightning before riders may resume their competition. The next occurrence begins a new 30-minute cycle. The Chief Commissaire in consultation with the Organizer will be responsible for making decisions regarding stoppage/delay/evacuation due to thunder, lightning or other extreme weather patterns.

OCA Lightning Policy: <http://www.ontariocycling.org/forms/lightning-policy/>

### **Awards / Prizes**

For the 2021 season, to limit possible COVID-19 transmission, podiums are not required of organizers. Any organizer offering a podium must provide evidence that they are implementing proper physical distancing and sanitization measures. Organizers may offer prizing to individuals but this is at the Organizer's discretion and should be done factoring in proper health and safety etiquette during COVID-19 times. Organizers planning to offer prizing are strongly encouraged to consider virtual prizing (sponsor discounts for example) instead of physical prizes.

### **Post-Event Reporting**

Organizers are required to provide the following within 5 business days, following the completion of each event:

1. Total number of participants (DNS and DNF participants must be included), broken down by Non-Members and OCA members.
2. Injuries/accident reports
3. Completed waivers (online collection within the registration system)

Failure to comply will result in additional mandatory fees:

- \$50 if past the 5 business days, and before 30 days after the event.
- \$100 if within 31-60 days after the event.
- \$150 if within 61-90 days after the event.

Non-compliance or lack of full payment may result in future cancellation of event permits, fines, or discipline.



## Weekly Series & Citizen Sanctioned Events

### Licensing Requirements

All Cyclo-Cross sanctioned events must ensure registered participants are properly licensed. Participants shall possess either an OCA Non-Member Permit (where applicable), OCA Citizen Permit or a UCI license to participate in OCA sanctioned events.

Sanction	Non-Member Permit	Citizen Permit	UCI License
Weekly Series (Beginner, Sportif, Open)	N/A	X	X
Citizen Event	By Application Only	X	X

At the OCA’s discretion, and in agreement with the Organizer on the terms, Non-Member Permits may be available for Citizen events. Non-Member Permits may only be sold during pre-registration only (not available onsite) at a cost of:

- \$15.00 for Adults (19+)
- \$10.00 for Youth (U19)

Riders are only eligible to purchase 1 Non-Member Permit for the season. After the Non-Member Permit is purchased, a Citizen Permit or UCI Race License will be required to participate in future events. The OCA will be closely monitoring the number of Non-Member Permits issued per rider. Organizers must remit the Non-Member permit information and fees immediately after the event.

### Technical Guide

See Technical Guide section above

### Results

Full results are encouraged however, organizers are only required to provide the top three (3) results for each category. Organizers are responsible for timing, judging, and results.

### Officials

The OCA reserves the right to assign an official to Citizen sanctioned events, following review of event specific details.

Organizers may supply their own qualified licensed officials to reduce the number assigned to them for all Weekly Series and Citizen sanctioned events. Payment of officials is the responsibility of the organizer, as well as overnight accommodation where applicable.



## Ontario Cup Cyclo-Cross Series Overview

The **Ontario Cup Cyclo-Cross Series** is Ontario’s premier series within the sport of Cyclo-Cross. Minimum standards have been set by the OCA Events Department, to assist race organizers and ensure that events are run to the highest standard. The following is a brief overview of the series as well as guidelines for all organizers to follow. Organizers that bid for an Ontario Cup event but did not receive the sanction will be able to run a Regional level event. This level of sanction will run close to, or at the same standard, as an Ontario Cup, in order to be considered for an Ontario Cup level sanction in the future.

### Series Schedule

- Series will not start until the final Road Provincial Championship (ITT, Road Race, Criterium, or Hill Climb) has been completed.
- Races following the Cyclo-Cross Provincial Championship can be included within the Series.

## Guidelines: Regional & Ontario Cup Events

### Entry Fees

In an effort to keep the barrier of entry as low as possible to participants, there is an entry fee cap in place for all Ontario Cup and Regional sanctioned events. Experience has shown that entry fees that are too high will discourage athletes from participating in an event.

Secondary event entry fee is at the discretion of the organizer, should an athlete request to participate within the Singlespeed category. Note riders are not eligible to participate in two different ability categories at the same CX event.

All organizers must follow the following fee schedule as follows:

Entry Fee Caps		
	U19 Maximum	19+ Maximum
Online Registration 2 Weeks Out from Event	\$ 25. <sup>00</sup> + Fees	\$ 40. <sup>00</sup> + Fees
Online Registration 1 Week Out from Event	\$ 30. <sup>00</sup> + Fees	\$ 50. <sup>00</sup> + Fees
Registration at Event	Not Applicable in 2021	

*+ Fees refers to HST and CCN administrative fees*



## Licensing Requirements – Regional and Ontario Cup

Categories (Racing age as of Dec 31, 2021)	Non-Member Permit**	OCA Citizen Permit	UCI License	Category Code
Youth Boys A Grade (8-16 yrs)		X	X	NA
Youth Boys B Grade (8-16 yrs)		X	X	NA
Youth Boys C Grade (8-16 yrs)	X	X	X	NA
Youth Girls A Grade (8-16 yrs)		X	X	NA
Youth Girls B Grade (8-16 yrs)	X	X	X	NA
Elite 1,2 Men (17+ yrs)*		X	X	CME.1/CMU23.1 CME.2/CMU23.2
Elite 1,2 Women (17+ yrs)*		X	X	CWE.1/CWU23.1 CWE.2/CWU23.2
Elite 3 Women (17+ yrs)	X	X	X	CWE.3/CWU23.3
Elite 3 Men (17+ yrs)		X	X	CME.3/CMU23.3
Elite 4 Men (17+ yrs)	X	X	X	CME.4/CMU23.4
Master A,B Women (35+ yrs)	X	X	X	CWMA/CWMB
Master 1 Men (35+ yrs)		X	X	CMMA.1/CMMB.1 CMMC.1/CMMD.1
Master 2 Men (35+ yrs)		X	X	CMMA.2/CMMB.2 CMMC.2/CMMD.2
Master 3 Men (35+ yrs)	X	X	X	CMMA.2/CMMB.2 CMMC.2/CMMD.2
Single Speed Men/Women (17+ yrs)	X	X	X	NA
<p><b>* Junior aged riders must be approved for an upgrade to E2 or have earned enough upgrade points to automatically upgrade.</b></p> <p><b>** Non Member Permits are available during pre-registration only and by application only. Events with Non-Members will incur an additional insurance premium.</b></p>				

While a Citizen Permit is allowed at all Provincially sanctioned events in Ontario in 2021, any National event sanction may require a UCI License. Be sure to check the Event Technical Guide for confirmation.

At the OCA's discretion, and in agreement with the Organizer on the terms, Non-Member Permits may be available for certain categories (see above Licensing Requirements chart). Non-Member Permits may only be sold during pre-registration only (not available onsite) at a cost of:

- \$15.00 for Adults (19+)
- \$10.00 for Youth (U19)

Riders are only eligible to purchase 1 Non-Member Permit for the season. After the Non-Member Permit is purchased, a Citizen Permit or UCI Race Licence will be required to participate in future events. The OCA will be closely monitoring the number of Non-Member Permits issued per rider.



## Categories & Start Times

Each Regional and Ontario Cup sanctioned race must have the following start times and categories (if running as a mass start):

Ontario Cups & Regional Events		
Start Time	Category	Approximate Duration
9:30 AM	M3 Men	40 minutes
10:10 AM	Gap	20 minutes
10:30 AM	E4 Men	40 minutes
11:10 AM	Gap	20 minutes
11:30 AM	Youth A, B, C	30 minutes (A youth 40 mins)
12:00 PM	Gap	30 minutes
12:30 PM	M2 / E3 Men	45 minutes
1:15 PM	Gap	30 minutes
1:45 PM	Elite / Master Women	40 minutes (Elite 1/2 50 mins)
2:25 PM	Gap	30 minutes
2:55 PM	M1 / E1 / E2 Men	60 minutes
	Single Speed Men & Women	45 minutes

## Youth Categories – Updated for 2021

**New for 2021** - Previous 2019 Ability categories have been modified with an updated youth ability system. Athletes 8-16 years of age, can self-seed based on what they, their parent, and/or their coach deem is most appropriate for their ability. Riders unsure of where they should ideally slot can refer to the below chart:

CATEGORY	SUGGESTED SEEDING
A Grade Boys	<ul style="list-style-type: none"> <li>Returning A Grade riders from previous season and top 50% result in B races in 2019.</li> <li>U17 Expert MTB athletes racing CX for the first time</li> <li>Youth Road A Grade athletes</li> </ul>
B Grade Boys	<ul style="list-style-type: none"> <li>Bottom 50% of B races and top 50% of C races in 2019</li> <li>U17 Sport &amp; U15 (Minime) MTB athletes racing CX for the first time</li> <li>Youth Road B &amp; C Grade athletes</li> </ul>
C Grade Boys	<ul style="list-style-type: none"> <li>Bottom 50% of C races, D races in 2019</li> <li>U13 (Peewee) and U11 MTB athletes racing CX for the first time</li> <li>Youth Road D &amp; E Grade athletes</li> <li>New competitive cyclists &amp; youth Non-Members</li> </ul>



A Grade Girls	<ul style="list-style-type: none"><li>• Returning A &amp; B Grade athletes and top 25% result in C races in 2019</li><li>• U17 Sport &amp; Expert and U15 (Minime) MTB athletes racing CX for the first time</li><li>• Youth Road A &amp; B Grade athletes</li></ul>
B Grade Girls	<ul style="list-style-type: none"><li>• Bottom 75% result in C races, all D Grade athletes in 2019</li><li>• U13 (Peewee) &amp; U11 MTB athletes racing CX for the first time</li><li>• Youth Road C, D &amp; E Grade athletes</li><li>• New competitive cyclists and youth Non-Members</li></ul>

*Riders may move from one Youth Category to another at any time during the season however may be required to obtain a new number. Riders looking to upgrade from A category will need to be approved by OCA Youth Upgrade/Downgrade Committee and clearly demonstrate a distinct competition advantage over the rest of the category.*

### Officials

A minimum of 2 to 4 officials are required for all Regional and Ontario Cup races. The OCA will assign race officials. Officials are to be paid by the organizer including honorariums, mileage, and accommodations as requested, unless otherwise agreed to.

### Course Setup

Regional and Ontario Cup sanctioned races should adhere as closely as possible to the UCI regulations found in the UCI handbook, Part 5. In addition, the following items are mandatory and must be followed without exception:

- Course length should result in lap times between 7 to 9 minutes.
- Course width must be at least 3 metres throughout. (UCI 5.1.018)
- Entire course must be taped or protected on both sides. (UCI 5.1.018)
- Barriers must conform to UCI standards. (UCI 5.1.024)
- Double Pit Area. (UCI 5.1.028 & 5.1.029)
  - two single pits can be used with prior approval but requires an additional Commissaire.
- Call Up Zone must be marked off behind the start line to facilitate organizing the riders into starting order. Eight lanes with a width of 75cm and length of 10m. (UCI 5.1.019). **(May be different during COVID-19 and per event type)**
- Sheltered area, equipped with table, chairs, lap cards, bell at finish line for scoring. (UCI 5.1.010)
- Registration/Sign-On, and Start/Finish areas shall be in a sheltered area, within short walking distances of each other (maximum 100m).
- The Start/Finish area must be controlled at all times. Depending on the venue, this may mean that metal connecting barriers are required or stakes and tape may be suitable. As a reminder all course crossing needs to be marshaled at all times.



### Number Bibs

Number bibs will be supplied by the OCA for all Ontario Cup and Provincial Championship sanctioned events. Organizers of weekly series, and Regional sanctioned events shall be responsible to provide their own number bibs at those events.

### Public Address System

A public address system (including the use of a loud haler) is required for all events. The public address system should be used for all race announcements as well as during the awards presentation/ceremony.

### Communications

Organizers are responsible to provide radio communication at all sanctioned Ontario Cups and Provincial Championships events. The radios must have multiple channels and be distributed accordingly; handheld radios for OCA staff, and/or technical delegate, Chief race official and commissaire panel, medical staff, and primary race organizers. Organizers are responsible for any other radio requirements at the event (i.e. race operations of the organizer).

Arrangements can be made with the OCA office, if an Organizer is unable to provide radios at their event. The OCA must be notified at least 2-weeks ahead of the event, in order to confirm the equipment loan. Equipment loans are subject to availability.

**Note:** The organizer must be able to contact first aid at all times. The organizer must be available by radio or have a backup plan at all times, and provide a knowledgeable volunteer at the start/finish area to answer race questions, who is clearly identifiable at all times.

### Timing and Results

All Regional, Ontario Cup, and Provincial Championship events are to be timed by an appropriate timer approved by the Ontario Cycling Association. The cost of this service shall be covered by the Organizer.

### Awards / Prizes

Prizing is at the discretion of the organizer, however any prize lists must be listed within the technical guide. The organizer must provide a minimum of three prizes for each individual start wave, with the exception of the Women's start wave where results and prizing **MUST** be broken out by the following category groupings:

- Elite 3 Women
- Master A, B Women
- Elite 1, 2 Women





## COVID-19 Protocols

Areas should be marked out for where any photographers and other participants may see the podium presentation.

Podiums spots should be 2m apart and start with the first place rider. To ensure that the podium process remains contactless, prizing will be placed on the step of the podium rather than handed out to the rider directly.

Those at the podium should be wearing PPE when attending the podium ceremony and may take off their mask momentarily (should they choose) for any photos.

Organizers may choose to forgo prizing/awards this season due to COVID-19. Any organizer choosing to have a podium will be asked to provide the protocols they will be following for approval.

## Upgrade Points

The point structure below only applies to Regional and Ontario Cup sanctioned races, with the ability based category system (i.e. M3, M2, M1, Elite 1/2, Elite 3, Elite 4, etc.). Races that are run under age based categories will not have upgrade points associated with them.

The upgrade point structure will be based on the combined field size (similar to road). Points will no longer be awarded based on how a rider finished in their own category but rather their placing in the combined field.

Points will be based on the following criteria:

Field Size of 30+ Riders		Field Size of 15-29 Riders		Field Size of 6-14 Riders		Field Size of 2-5 Riders	
1 <sup>st</sup> Place	15 Points	1 <sup>st</sup> Place	13 Points	1 <sup>st</sup> Place	10 Points	1 <sup>st</sup> Place	6 Points
2 <sup>nd</sup> Place	13 Points	2 <sup>nd</sup> Place	11 Points	2 <sup>nd</sup> Place	7 Points	2 <sup>nd</sup> Place	3 Points
3 <sup>rd</sup> Place	11 Points	3 <sup>rd</sup> Place	9 Points	3 <sup>rd</sup> Place	5 Points		
4 <sup>th</sup> Place	10 Points	4 <sup>th</sup> Place	7 Points	4 <sup>th</sup> Place	3 Points		
5 <sup>th</sup> Place	9 Points	5 <sup>th</sup> Place	5 Points				
6 <sup>th</sup> Place	8 Points	6 <sup>th</sup> Place	3 Points				
7 <sup>th</sup> Place	7 Points	7 <sup>th</sup> Place	2 Points				
8 <sup>th</sup> Place	6 Points	8 <sup>th</sup> Place	1 Point				
9 <sup>th</sup> Place	5 Points						
10 <sup>th</sup> Place	4 Points						
11 <sup>th</sup> Place	3 Points						
12 <sup>th</sup> Place	2 Points						
13 <sup>th</sup> Place	1 Point						
14 <sup>th</sup> Place	1 Point						

➤ Mandatory upgrades are required at **35 points**.



- Optional upgrades begin once a rider obtains **20 points**.
- Points will be carried over for one (1) season.
- Any points earned in 2019 (unless the rider is upgraded or reaching the mandatory cut-off) will be what the rider begins with for the 2021 Cyclo-Cross season.
- The OCA Upgrade/Downgrade Committee reserves the right to review category numbers at the end of the season, and should allocation of members be required, can implement a system prior to the Cyclo-Cross season to achieve this.

### **Categories Exempt from Mandatory Upgrade**

For Master Male riders who have a racing age of 50 years or older (Master C or Master D), there will be no Mandatory Upgrade to M1. Riders in this age bracket who achieve enough upgrade points to upgrade to M1 may still choose to upgrade but it will not be mandatory. Upgrades to M2 will still be enforced.

Youth Categories are exempt from upgrading to Elite categories. Youth riders who have demonstrated a superior ability in the A Grade category may be considered for early upgrade to Elite 3 however this will be at the Youth Upgrade Committee's discretion.

### **Upgrading Without Required Points**

Anyone without the points required to upgrade, or who are looking to downgrade, may submit a formal request to the OCA Upgrade/Downgrade Committee. We ask, because of the condensed cross schedule, that all requests for the following weekend be submitted prior to NOON each Tuesday of the season. This will allow the committee time to review and communicate a decision prior to the weekend race(s).

### **Ontario Cup Series Points**

Ontario Cup points are awarded to all categories, with the exception of youth ability categories. Only riders who purchase their racing membership through the OCA are eligible for OCup points. DNF riders (riders who do not finish) and riders racing on a Non-Member permit are not entitled to OCup points. Riders who upgrade during the season will not carry their accumulated points into their upgraded category. OCup points earned, will remain in the category they were awarded within.

Ontario Cup series champions will be decided by season ending Ontario Cup Cyclo-Cross series point totals by a simple tally of all the OCup points earned at OCup events for the current year. For the 2021 season, to keep costs down, no OCup Series prizes will be available. Series category winners will however be recognized following the last event of the series, on the OCA website and its social media platforms.

**Note:** Ontario Cup points are not awarded at Provincial Championships.



Series points will be awarded as follows for all Ontario Cups:

Finish Position in Category	Series Points
1 <sup>st</sup> Place	25 Points
2 <sup>nd</sup> Place	20 Points
3 <sup>rd</sup> Place	16 Points
4 <sup>th</sup> Place	13 Points
5 <sup>th</sup> Place	11 Points

Finish Position in Category	Series Points
6 <sup>th</sup> Place	10 Points
7 <sup>th</sup> Place	9 Points
8 <sup>th</sup> Place	8 Points
9 <sup>th</sup> Place	7 Points
10 <sup>th</sup> Place	6 Points

Finish Position in Category	Series Points
11 <sup>th</sup> Place	5 Points
12 <sup>th</sup> Place	4 Points
13 <sup>th</sup> Place	3 Points
14 <sup>th</sup> Place	2 Points
15 <sup>th</sup> Place	1 Point

**Note:** Series points are only available to those who hold an OCA Citizen Permit or UCI license. Riders shall retain series points in previous categories, even after upgrading. The points however do not go up with the rider if they upgrade.

### Tie Breaking Policy – Ontario Cup Series Points

When two or more riders are tied at the end of the Ontario Cup series, the following criteria and procedure shall be utilized by the OCA office to determine which rider is awarded the higher place in the standings.

1. Most race wins overall in the series.
2. Overall Points Average (number of points divided by events attended).
3. Highest placing in commonly attended events (who placed higher in the standings when both riders attended the same events).
4. Highest placing in the last event of the series.



## Guidelines: Provincial Championship

Provincial Championship sanctioned events are expected to adhere to the Ontario Cup guidelines outlined above, as well as the specific Provincial Championship guidelines listed below.

### Licensing Requirements – Provincial Championship

Categories	Non-Member Permit	Citizen Permit	UCI License
U13 Girls (8-12 years)		X	X
U13 Boys (8-12 years)		X	X
U15 Girls (13-14 years)		X	X
U15 Boys (13-14 years)		X	X
U17 Girls (15-16 years)		X	X
U17 Boys (15-16 years)		X	X
U19 (Junior) Women (17-18 years)		X	X
U19 (Junior) Men (17-18 years)		X	X
U23 Women (19-22 years)		X	X
U23 Men (19-22 years)		X	X
Elite Men (23+ years)		X	X
Elite Women (23+ years)		X	X
Master A Men (35-44 years)		X	X
Master B Men (45-54 years)		X	X
Master C Men (55-64 years)		X	X
Master D Men (65+ years)		X	X
Master A Women (35-44 years)		X	X
Master B Women (45-54 years)		X	X
Master C Women (55-64 years)		X	X
Master D Women (65+ years)		X	X
Single Speed Men & Women (17+ years)	Please Contact the OCA Office	X	X
Sportif/Novice Men (19+ years)		X	X
Sportif/Novice Women (19+ years)		X	X
<b>Non Member Permits may be available for Sportif &amp; Single Speed categories, pre-registration only. Insurance premium costs will result with the inclusion of Non-Member participation.</b>			

**Note:** There will be a reduced Cyclo-Cross only UCI license that will be offered to the OCA Membership. This will be made available only in August prior to the start of the first Cyclo-Cross race.

- Riders must race in the correct category as indicated by the National category code on their license. Riders must have a CX code (i.e. CME, CWU23, CMMA, CMMB, etc.) on their license
- For the 2021 season, individuals will be expected to race in the age category aligned with their ability based code however some flexibility will be considered.



- Sportif categories are for those riders who do not wish to compete for the Provincial Championship title in their category, and for those with a Citizen Permit.
- Riders licensed in the following categories must compete in their UCI category and may not enter the Sportif race: Elite 1,2,3 Men, Master 1,2 Men.

## Categories & Start Times

Provincial Championship must have the following start times and categories:

Provincial Championship		
Start Time	Category	Approximate Duration
9:30 AM	Master C Men (55-64 with Master Code on CP or UCI)	40 minutes
	Master D Men (65+ with Master Code on CP or UCI)	40 minutes
9:31 AM	<i>Sportif/Novice Men (19+ years of age) non-championship</i>	40 minutes
10:10 AM	<i>Break</i>	<i>20 minutes</i>
10:30 AM	U17 / U15 / U13 Boys	30-40 minutes
	U17 / U15 / U13 Girls	30-40 minutes
11:00 AM	<i>Break</i>	<i>30 minutes</i>
11:30 AM	U19 Men (17-18 years of age)	45 minutes
11:31 AM	Master B Men (45-54 with Master Code on CP or UCI)	45 minutes
11:32 AM	Master A Men (35-44 with Master Code on CP or UCI)	45 minutes
12:15 PM	<i>Break</i>	<i>30 minutes</i>
12:45 PM	U23 & Elite Women (19+ years of age) / U19 Women (17-18 years of age)	45 minutes
12:46 PM	Master A Women (35-44 with Master Code on CP or UCI)	40 minutes
	Master B Women (45-54 with Master Code on CP or UCI)	40 minutes
	Master C, D Women (55+ with Master Code on CP or UCI)	40 minutes
	<i>Sportif/Novice Women (19+ years of age) non-championship</i>	40 minutes
1:30 PM	<i>Break</i>	<i>30 minutes</i>
2:00 PM	Elite Men (19+ years of age)	60 minutes
	Single Speed (17+ years of age) <i>non-championship</i>	45 minutes
<b>Please contact the OCA office regarding the addition of the Sportif categories.</b>		

## Officials

Organizers shall pay the cost of all officials. A minimum of three (3) commissaires are required for Provincial Championship events.

## Medals & Jerseys

At Provincial Championships, only riders with Ontario issued Citizen Permits (where applicable) or UCI licenses will be awarded championship status. Please refer to the provincial championship awards breakdown below.



Provincial Championship Awards Breakdown is as follows:

Categories	Provincial Medal	Provincial Jersey
U13 Women (8-12 years)	X	X
U13 Men (8-12 years)	X	X
U15 Women (13-14 years)	X	X
U15 Men (13-14 years)	X	X
U17 Women (15-16 years)	X	X
U17 Men (15-16 years)	X	X
U19/Junior Men (17-18 years)	X	X
U23 Men (19-22 years)	X	X
Elite Men (23+ years)	X	X
U19/Junior Women (17-18 years)	X	X
U23 Women (19-22 years)	X	X
Elite Women (23+ years)	X	X
Master A Men (35-44 years with Master Code on CP or UCI)	X	X
Master B Men (45-54 years with Master Code on CP or UCI)	X	X
Master C Men (55-64 years with Master Code on CP or UCI)	X	X
Master D Men (65+ years with Master Code on CP or UCI)	X	X
Master A Women (35-44 years with Master Code on CP or UCI)	X	X
Master B Women (45-54 years with Master Code on CP or UCI)	X	X
Master C Women (55-64 years with Master Code on CP or UCI)	X	X
Master D Women (65+ year with Master Code on CP or UCI)	X	X
Sportif Women (19+ years)		
Sportif Men (19+ years)		
Single Speed Women (19+ years)		
Single Speed Men (19+ years)		