



**ONTARIO
CYCLING**

always in motion

**MOUNTAIN BIKE
EVENT GUIDELINES**

2022

TABLE OF CONTENTS

COVID-19 PROTOCOLS	3
RACE FORMAT & SCHEDULING	3
EVENT SIGNAGE AND DISTANCING	4
SPECTATORS.....	5
WASHROOM FACILITY ACCESS.....	5
PRIZING AND PODIUM PROTOCOLS	6
VOLUNTEERS, STAFF AND SUPPLIERS	6
EVENT SANCTIONING	7
EVENT SANCTIONS	7
OTHER ITEMS.....	11
GENERAL GUIDELINES: ALL LEVELS OF EVENTS.....	12
ORGANIZER REQUIREMENTS	12
REGISTRATION REQUIREMENTS	12
SPORT TECHNICAL REQUIREMENTS	14
MARKETING REQUIREMENTS.....	18
ON-SITE REQUIREMENTS	19
COMMUNICATION REQUIREMENTS.....	19
SAFETY REQUIREMENTS.....	20
WEEKLY SERIES & CYCLE FOR ALL EVENTS	22
CATEGORIES & LICENSING REQUIREMENTS	22
TECHNICAL GUIDE	22
RESULTS	22
OFFICIALS	22
2022 ENTRY FEES	23
ONTARIO CUP EVENTS.....	24
ONTARIO CUP MTB SERIES OVERVIEW	24
ONTARIO CUP SCHEDULE	24
OFFICIALS	24
ONTARIO CUP POINTS	25
CATEGORY STRUCTURE & LICENSING REQUIREMENTS *NEW FOR 2022*	26
YOUTH (AGES 8-16) CATEGORY STRUCTURE *NEW FOR 2022*	27
EVENT CATEGORIES & REGISTRATION FEE CAPS.....	29

COVID-19 PROTOCOLS

RACE FORMAT & SCHEDULING

Due to the ongoing COVID-19 pandemic, government-imposed distancing and gathering restrictions are constantly changing. While we anticipate a more normal 2022 race season, there is potential that events may need to adapt and modify to comply with regulations.

Time Trial/Individual Starts or a variation of this format are fantastic and reliable race types that could operate under almost all circumstances. Other race options may be considered upon application to Ontario Cycling (OC); however any format must follow the Ontario Government's most up-to-date regulations regarding COVID-19.

If limitations are imposed by the Ontario Government for outdoor sport, this will be communicated to the organizer of the event and OC members.

Regardless of format chosen, ALL riders, officials and volunteers at the event should continue to follow any posted rules/regulations regarding Health and Safety protocols to ensure a safe environment for all.

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 OC waiver acknowledging the risks of COVID-19. This waiver should be built into the registration process to ensure that it is captured 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:

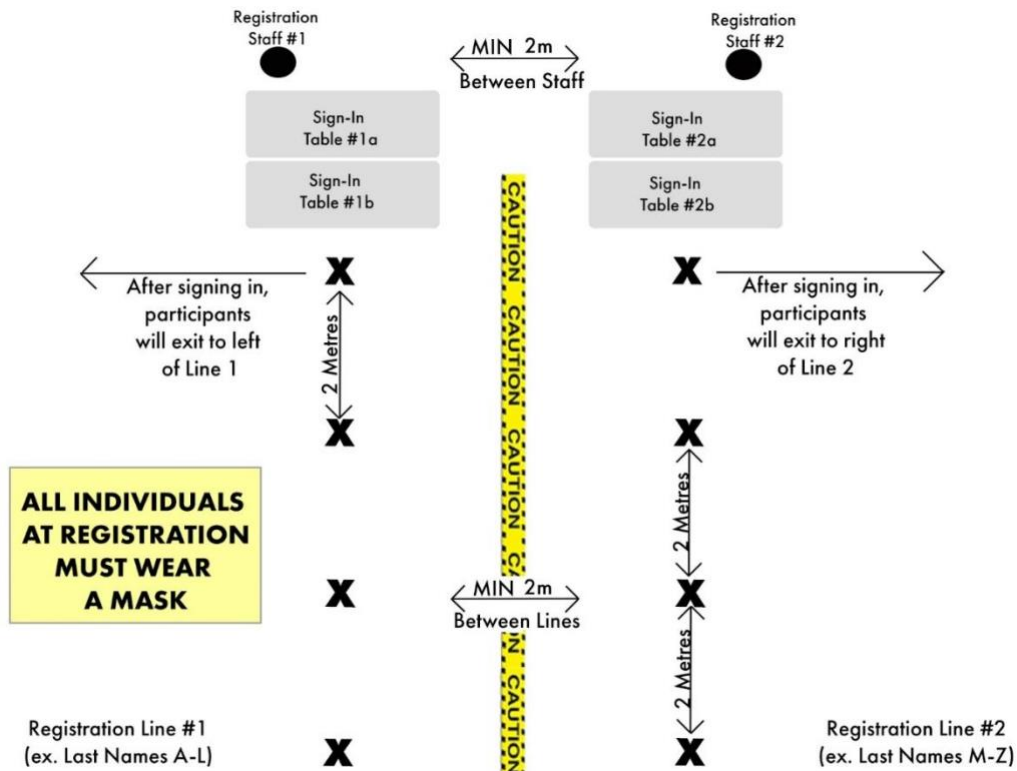
1. All event participants (including organizers, volunteers, exhibitors, coaches, competitors, and spectators) may be pre-screened for COVID-19, with a screening questionnaire/declaration prior to attending the event.
 - a. Any screening questionnaire should be available online so that registration/volunteers can confirm that it has been completed for the individual with no contact or writing utensil required. Passive Screening at the event may be considered as an alternative.
 - b. Any decision on screening should be run by the local Public Health Unit to confirm the local regulations
2. Registration/sign-in should be setup on site to ensure proper physical distancing. An outdoor covered area is recommended unless weather is an issue. An example of proper registration set-up allowing for distancing measures is on the following page.
3. All individuals at registration including competitors, spectators, volunteers, organizers, etc. may be required to wear a mask (not a scarf or buff). (SIGNAGE SHOULD BE POSTED INDICATING AS SUCH).
4. Organizers may recommend this practice for all individuals during the event, except when racing or taking a drink/eating food. Organizers have the right to refuse entry to any participant/spectator not following event protocols

EVENT SIGNAGE AND DISTANCING

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 mandatory mask areas.

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 short walking distance of each other (Max 100m). There should still be enough airflow 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 in this area). **Please see image below for example of distanced registration setup.**



SPECTATORS

Organizers are encouraged to limit spectators to the amount they can safely accommodate and what the local public health unit allows. A reminder that Ontario Government regulations dictate how many spectators can attend a sporting activity at an outdoor facility. Spectators may be required to complete a COVID-19 Screening Form and must physically distance. Organizers may choose not to permit spectators.

WASHROOM FACILITY ACCESS

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 of washrooms 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 sanitization stations should be near ALL washroom facilities.

PRIZING AND PODIUM PROTOCOLS

Any organizer looking to have awards and a podium presentation will need to demonstrate stringent podium protocols including sanitization, mask wearing and physical distancing of both the recipients as well as photographers and family/teammates of those involved.

VOLUNTEERS, STAFF AND SUPPLIERS

All on-site volunteers, staff and suppliers may be required to complete the Event Pre-Screening. Mask wearing is strongly encouraged for volunteers, staff and suppliers and is required when distancing is not possible.

Each event should designate an individual to oversee COVID-19 matters, including ensuring protocols are being followed, signage is posted in high visibility areas, etc. Some health and safety businesses offer this service for events.

EVENT SANCTIONING

EVENT SANCTIONS

Types of Sanctioned Events

1. **Weekly Series** events generally run under categories tied to age, distance, or ability at the discretion of the organizer. License requirements subject to event rules.
2. **Cycle For All** events also known as Tours and Gran Fondos may run with any category structure including but not limited to ability-based, age-based or distance-based. Ontario Cup and category upgrade points are not awarded at these events. License requirements subject to event rules.
3. **Regional Events** run with any category structure including but not limited to ability-based, age-based or distance-based. Ontario Cup and category upgrade points are not awarded at these events. License requirements subject to event rules.
4. **Ontario Cup Race** events must run with ability-based categories (see License Requirements below). Ontario Cup and category upgrade points are awarded at these events. License requirements subject to event rules.
5. **Provincial Championship** events are run under Ontario Cup categories except for youth categories which are run under age-based championship categories (see License Requirements below). For Youth categories, Ontario Cup and upgrade points are not awarded. License requirements subject to event rules.
6. **National Race** events must run according to Cycling Canada stipulations and sanctioning. License requirements subject to event rules.

SANCTIONED EVENT FEES

All sanctioned Events have the following associated costs:

- Event Permit fee \$140.⁰⁰ +HST
- Insurance Coverage \$200.⁰⁰ +HST (\$50.⁰⁰ +HST for youth only events)
- Event Levies \$3.25 + HST (\$1 +HST for National Events)

Below are the fees associated with each sanctioned event:

1. Event Permit Fees

The Event Organizer will be required to submit an Event Permit Application and Sanction Agreement. The Event Permit fee will be billed to the organizer upon approval of paperwork. If an event must be cancelled, the \$140.00 +HST Permit Fee is non-refundable & non-transferable.

2. Event Insurance

Any organizer hosting an event requiring insurance coverage must complete and submit a Commercial Event Insurance form to events.team@ontariocycling.org and pay the \$200.00 +HST Insurance Certificate fee (\$50.00 +HST for youth events). The Organizer will pay the insurance certificate fee for the event prior to event day and reconcile non-member insurance costs (if applicable) based on participation numbers following the event.

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 OC office. Commercial Event insurance forms can be found on OC website. Organizers may update their Certificate of Insurance application up to 2 times at no extra cost. Any further updates are subject to a \$25 administrative fee.

Organizers are permitted to secure their own insurance for an event, if there is \$10 million comprehensive general liability coverage, and it is approved by OC insurance broker. This insurance must list OC and Cycling Canada (CC) as additional insured and a copy of the insurance certificate be submitted to OC office.

Insurance permits are for a specific date and may not be transferable. If an organizer is offering insurance for non-members, they may charge the non-member insurance fee in addition to the registration if they wish. Commercial insurance applications are due fifteen (15) business days in advance of the event.

3. **Levies**

Unless otherwise stated, a fee of \$3.25 + HST per event registrants (DNS and DNF included) must be paid to OC. Organizers are expected to follow up with OC post-event, within 3-5 business days, to report final participant numbers and levies owing.

4. **One-Day Permits**

At OC's discretion, and in agreement with the Organizer on the terms, One-Day Permits may be available for your race. One-Day 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 (18 and under)
- Riders are eligible to purchase a maximum of 3 One-Day Permits for the season. After the One-Day Permit limit is reached, a Provincial Race License or UCI Race License will be required to participate in future events. OC will be closely monitoring the number of One-Day Permits issued per rider.

****NEW**** Individuals purchasing a One-Day Permit and then looking to obtain a same season OC Provincial Race License or UCI Race License, may apply the cost of one previously purchased One-Day Permit towards their OC Membership purchase. Individuals interested in doing this should contact OC office to obtain a coupon code for the amount of the previously paid One-Day Permit.

Event Sanction Chart

Event Type	Sanction Details		Sanction Fees			
	Category Structure	Ontario Cup/Category Upgrade Points	Event Permit Fee	Insurance	Levies*	1-Day Permit
Weekly Series	Beginner, Sportif, Open	N/A	\$140.00 + HST	\$200.00 + HST (\$50.00 + HST for youth events) **Events with One-Day Permits will face a premium	\$3.25 + HST per unique rider	Please contact OC Office for Eligibility
Cycle For All and Regional Events	Any structure (ability-based, age-based, distance-based)	N/A				
Ontario Cup Race	Ability-based	Yes				
Provincial Championship	Age-based as per National Champs	Yes (except for Youth categories)				
National Race	According to CC stipulations and sanctioning	Yes			\$1.00 + HST per rider	

*Levies are based on published start lists for races and registered entrants for all other events. Organizers to provide final registrant numbers within 3-5 business days and will be invoiced following the event.

OTHER ITEMS

Pre-Ride Insurance

For insurance for pre-riding, all participants must be registered for the event and have signed an Ontario Cycling Association waiver to have valid coverage. To ensure that all participants are recorded, it is strongly encouraged that pre-riding days also have a separate online registration.

Alcohol Insurance

Alcohol is not permitted at events without prior written approval from OC. This includes samples and prizing. Events that wish to include alcohol must submit a Liquor Liability Application as well as submit a copy of the insurance coverage from the third-party organization responsible for the alcohol. Additional insurance fees will apply. Liquor Liability Application forms can be found on OC website and must be submitted fifteen (15) business days in advance of the event. We may require copies of Special Occasion Permits and/or evidence of smart serve certificates.

Refundable Registration

CCN Bikes/Interpodia has developed a system where individual participants can register and purchase “upgraded refund terms” as a form of registration protection. This small additional fee will help ensure that if participants are unable to attend an event, for various reasons listed at the link below, their registration fees will be compensated by CCN Bikes. This is not an OC service and should you have any questions or concerns please contact CCN directly. [Interpodia/CCN Refundable Registration Program](#)

GENERAL GUIDELINES: ALL LEVELS OF EVENTS

ORGANIZER REQUIREMENTS

- All Event Organizers must have a 2022 License
- It is recommended that all Organizers complete a Commissaire training course. For information related to Commissaire courses, please contact OC.

REGISTRATION REQUIREMENTS

1. Online Registration Requirements

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

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

- Registration cannot go live until the following has been submitted AND approved:
 - Signed Organizer Contract Agreement (Prior to posting on Official Calendar)
 - Signed Sanctioning Policy (Prior to posting on Official Calendar)
 - Completed Event Permit Application (Prior to posting on Official Calendar)
 - Payment of Event Permit fees
- The following items may be completed after the event has gone live
 - Completed Technical Guide
 - Completed Emergency Action Plan
 - Certificate of Insurance Application
 - Payment of Insurance Certificate fee

OC shall be given access to CCN registration to monitor licensing issues. If your event has received approval to utilize other registration software, OC will need to obtain registration lists with enough time to properly verify licenses.

Registration must close on the Wednesday prior to the race at midnight unless other arrangements have been made with OC office.

The organizer is directly responsible for any expenses incurred due to early registration setup before obtaining permission from Ontario Cycling.

All riders must sign both an OC waiver as well as a Concussion Code of Conduct. In an effort to streamline waiver capture, waivers must be built into the registration system for riders to sign off on.

All event waivers and registration must be completed online. Participants who have missing waivers will be contacted in advance by the Organizer to complete before the event. The Organizer is responsible in forwarding to OC 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.

2. **Event Registration Requirements**

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

- Rider sign-in must be located within 250m of the start line, following current COVID-19 physical distancing guidelines, as indicated in the example on page 3 of this document. Organizers are encouraged to limit 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
- *Riders must only race in the category indicated on their license
- *Entry fee caps are in place. Please refer to the entry fee chart in your discipline's appendix
- Pre-registration must be offered through OC's registration system, CCN bikes unless otherwise agreed to
- All events in 2022 will be online pre-registration only
- *Rider sign-in closes 15-minutes prior to the first rider departing. Start lists should be delivered to the Lead Commissaire immediately after rider sign-in closes
- *Prize list must be posted online (if applicable)
- Appropriate number of staff/volunteers at the registration desk to manage rider check-in

*May not apply to Regional, Weekly Series, Cycle For All events

3. **Membership Requirements**

For all 2022 Events, registration will be open to 2022 Provincial Race License holders or 2022 UCI Race License holders with a valid race category on their card. All memberships (including Provincial Race Licenses) now have a MTB category on it; however, there will still be a minimum age requirement to participate in the OCups and/or Provincial Championships.

In addition, organizers may have the option to offer One-Day Permits as part of their event. Please contact the office for more details. This must be done via online registration only. An insurance premium will apply.

SPORT TECHNICAL REQUIREMENTS

1. **Technical Guide**

Technical Guides associated with the event must be submitted for approval and review by OC and Lead Commissaire, no later than 60 days before the event date and published upon approval, a minimum of 45 days before the event day. OC reserves the right to withhold sanctioning an event, until further review of the event technical guide. Organizers should be prepared to provide further details as requested by OC.

Technical Guide to include the following:

- Sanctioned By OC logo and/or series-related logo (if applicable). Should also be posted on event website/registration page
- Category race information (start time, distance, licensing chart)
- Registration Information
 - Pre-Registration (website, opening and closing dates, cost)
 - Event Day (sign-in location, closing times, etc.)
- Race rules and regulations
 - Course rules (bib placement, pre-riding)
- Licensing Chart (see below)
- NEW Youth Category Explanation (See below, OCups 1-5 &7)
- Course map to scale including a course profile
 - Course maps must be easy to understand for pre-riding
 - Direction to race and parking location
 - Start/Finish close-up

- 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
- Prize list and protocol (if applicable)
- Refund/Cancellation Policy

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

- Drawing of the start/finish area
- Marshal plan and location map
- Traffic Management Plan (if applicable)
- Staffing Plan

Note: Weekly Series and Cycle For All 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 OC. Reduced documentation requirements and simplified structure are not to be confused with standard risk management requirements for the event

2. **Race Course**

The race course may include a variety of terrain such as road sections, forest tracks, fields, and earth or gravel paths, and include significant amounts of climbing and descending. Paved or tarred/asphalt roads should not exceed 15% of the total course.

The Start/Finish area must be at least 6 metres wide for at least 50 metres before the start line, and at least 6 metres wide for at least 100 metres after the start line. The course must be marked out (using stakes or banners) and protected for its entire length. Barricades or banners are encouraged at the start/finish area to prevent spectators from crossing the course within the barricaded area. A call-up area which is sufficiently large for riders to warm up in close to the start zone must be provided.

Directional arrows must indicate the route to be followed showing changes of course, intersections, and potentially dangerous situations. Arrows must be on the right-hand side of the course except for right turns in which case arrows before and at the turn must be on the left-hand side of the course. An arrow must be located 10 metres before each junction and at the junction to confirm the correct route has been followed. Marshals must be at every intersection of the course with marshals at the control points in radio contact with the organizer. For 2022, for OCups, organizers are encouraged to have shorter loops that prioritize speed vs endurance.

The organizer may provide a bike washing area for participants. Inflatable arches crossing the course are prohibited, unless held up by a solid structure.

3. **Timing & Results**

All events (does not apply to Regional, Weekly Series, Cycle For All events) in 2022 are to be appropriately timed, providing a result for each participant. Timers must be approved by OC in advance. All results should be forwarded to OC within 24 hours of the completion of the event so that they can be listed on the Results page of OC website. Results must be in either Excel, PDF or html format, sorted by category, with the following items displayed:

- Placing
- Rider's #
- Rider's Ontario Ability or Age Category
- Rider's First and Last Name
- Rider's Club/Team Name
- Rider's Time/Result (Lap times also encouraged)
- Rider's Earned Ontario Cup Points/Upgrade Points (OCup events only)

4. **Post-Event Reporting**

Organizers are required to provide the following within 3-5 business days, following the completion of each event:

- Total number of participants (DNS and DNF participants must be included), broken down by non-members and OC members.
- Sport Injury Report Forms
- 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.



MARKETING REQUIREMENTS

Upon approval of the event technical guide and/or payment of the permit fee, OC shall advertise the event on OC website Calendar of Events. Events will not be posted on the calendar until all paperwork is finalized and payment has been received.

Organizers will need to provide content that can be utilized by OC to help promote the event on social media (e.g. logos, photos, videos, etc.) in advance. Collaboration on marketing efforts can result in a greater reach and exposure for your event advertising. If you would like to market your event, reach out to OC Marketing & Communication Specialist **Patrik Zimmermann**.

ON-SITE REQUIREMENTS

1. Facilities

The organizers shall have a permit for the use of the course/venue and shall ensure that the permit is in compliance with all local requirements. The organizer is responsible to ensure that adequate barriers are in place to keep spectators off the race course in the vicinity of the start/finish and other areas of the race course as required.

2. Toilets

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 especially if a race included para-athletes. 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.

3. Signage

Event sites must have adequate signage. This includes registration, facilities, and course signage including route deviations. All marketing signage online and on-site must show that the event is sanctioned by OC. Please contact OC to receive the appropriate OC logo to be used on signage, both online and on-site. COVID-19 Health and Safety Signage regarding masking and distancing will potentially be required, for more information on signage requirements please contact your local Public Health Unit.

COMMUNICATION REQUIREMENTS

1. Public Address System

A public address system is required for all events for 2022. The public address system should be used for all rider/race announcements as well as during the awards presentation/ceremony. This can be through the use of a microphone and PA system and/or loud hailer.

2. **On-site Communications**

OC shall provide on a best-efforts basis, appropriately licensed, 2-Way VHF radios for race management at Ontario Cup and Provincial Championship events. The radios have multiple channels and should be distributed accordingly. Handheld radios for OC staff, Technical Delegate, Lead Commissaire, First Aid and primary Event Organizer. Outside of Ontario Cup and Provincial Championship events, organizers are responsible for any other radio requirements at the event (e.g. race operations of the Organizer).

Note: The Organizer must be able to always contact First Aid and also be equipped with the means to effect adequate communication with the lead official over the course of the event. 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 race questions, who is clearly identifiable at all times.

SAFETY REQUIREMENTS

1. **Sport Injury Report Form**

Organizers are responsible for the timely completion of sport injury report forms. All reports must be submitted to OC, by the Organizers within 72 hours (3 days) of the completion of their event. Fillable PDF accident report forms can be found on OC website or by clicking the following link **[2022 OC Sport Injury Form](#)**

2. **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 by OC equivalent must be provided. The designated First Aid person must be readily identifiable and consider spacing themselves throughout the race course for better coverage.

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.

3. **Rowan's Law**

Ontario's new Rowan's Law is in effect at all OC sanctioned events in the Province of Ontario. For more information visit **OC 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. ***It is the Organizer's responsibility to ensure completion of this waiver by all participants under the age of 26.***

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

4. **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 President of the Commissaire Panel in consultation with the Organizer will be responsible for making decisions regarding stoppage/delay/evacuation due to thunder, lightning, or other extreme weather patterns.

- [OC Lightning Policy](#)

WEEKLY SERIES & CYCLE FOR ALL EVENTS

CATEGORIES & LICENSING REQUIREMENTS

All MTB sanctioned events must ensure participants are licensed, unless approved to offer a One-Day Permit option. For the majority of events, participants are required to possess one of either an OC Provincial Race License, UCI Race License, or UCI Race License from another province or jurisdiction.

Sanction	One-Day Permit	Provincial Race License	UCI Race License
Weekly Series	X <i>(On Application)</i>	X	X
Regional	X <i>(On Application)</i>	X	X
Cycle For All	X <i>(On Application)</i>	X	X

TECHNICAL GUIDE

Weekly Series and Cycle For All 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 OC. ***Reduced documentation requirements and simplified structure are not to be confused with standard risk management requirements for the event.***

RESULTS

Organizers are encouraged to provide results for ALL participants. Organizers are responsible for timing, judging, and results. If interested, Organizers may provide results to OC for posting purposes.

OFFICIALS

Weekly Series and Cycle For All events are strongly encouraged to provide a licensed official or person who has successfully completed the Provincial 'C' Commissaire course to help ensure an event remains fair, safe and to help provide a quality racing opportunity.

2022 ENTRY FEES

Organizers are encouraged to set entry fees appropriate for the level of organization of their event. Experience has shown that entry fees that are too high will discourage athletes from participating in your event. Suggested entry fees are shown in the appendixes relevant to your event and discipline type.

Note: A quality event can be run within the fee tables provided and events wishing to charge more must be able to prove value to the participants. These prices may be adjusted upon submission and approval of event budget.

ONTARIO CUP EVENTS

ONTARIO CUP MTB SERIES OVERVIEW

The Ontario Cup MTB Series is the premier race series in Ontario. The OC has developed the following standards for these events to assist race organizers, and to ensure that Ontario Cup events are organized to the highest standards. The following is a brief overview of the Series as well as guidelines in which all organizers must follow.

ONTARIO CUP SCHEDULE

Date	OCUP #	Event	Location
April 30 – May 1	1	Woodnewton	Uxbridge
May 14 – 15	2	Peterborough	Harold Town Conservation Area
June 18 – 19	3	Sir Sam’s	Eagle Lake
July 1 – 3	4	Niagara	Niagara
July 16 – 17	5	Horseshoe Valley	Barrie
July 22 – 24	6	Hardwood Ski & Bike (XCO, XCC)	Oro-Medonte
August 27 –28	7	Mountainview (XCO)	Midland

Nationals

Provincials

OFFICIALS

Ontario Cup events require a minimum of 3 to 4 officials and OC will work with the Provincial Lead Commissaire to assign them. Officials are to be paid by the organizer including honorariums, mileage, and accommodations as requested, unless otherwise agreed to.

ONTARIO CUP POINTS

Ontario Cup points are awarded to all categories. Only riders who purchase their racing membership through the OC are eligible for OCup points. DNF riders (riders who do not finish) are not entitled to OCup points. Ontario Cup series champions will be decided by season ending Ontario Cup MTB series point totals by a simple tally of all the OCup points earned at OCup events for the current year.

The breakdown of OCup points are as follows for each category:

Place	Points
1st	25
2nd	22
3rd	20
4th	18
5th	17
6th	16
7th	15
8th	14

Place	Points
8th	13
9th	12
10th	11
11th	10
12th	9
13th	8
14th	7

Place	Points
15th	6
16th	5
17th	4
18th	3
19th	2
20th	1

Note: OCup points are different than upgrade points.

OC reserves the right to grant double OCup points status to any Ontario Cup event, subject to it being announced at least 30 days in advance of the event in question.

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 OC office to determine which rider is awarded the higher place in the standings.

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

Upgrade Points System

Upgrade points will be awarded at all Ontario Cup races. Upgrade points will be awarded based on a calculation of the rider's time in the category versus the "predicted" winning time. For a more comprehensive understanding of MTB Upgrade Points, please visit <https://ontariocycling.org/sports/cross-country/>. Upgrade points are calculated by the series timer.

CATEGORY STRUCTURE & LICENSING REQUIREMENTS *NEW FOR 2022*

Chart should be included in all OCup Technical Guides (Subject to change)

Category	Age	One – Day Permit	OC Provincial Race License	UCI License
8:30am				
E Grade Girls / E Grade Boys	8-16 years	X	X	X
D Grade Girls / D Grade Boys	8-16 years	X	X	X
Category	Age	One – Day Permit	OC Provincial Race License	UCI License
9:00am				
C Grade Girls / C Grade Boys	8-16 years	X	X	X
B Grade Girls / B Grade Boys	8-16 years	X	X	X
Category	Age	One – Day Permit	OC Provincial Race License	UCI License
10:00am				
A Grade Girls / A Grade Boys	8-16 years	X	X	X
U19 Junior Sport Women	17-18 years	X	X	X
Senior Sport Women 19+	19+ years	X	X	X
Master Sport Women 35-44	35-44 years	X	X	X
Master Sport Women 45-54	45-54 years	X	X	X
Master Sport Women 55-64	55-64 years	X	X	X
Master Women 65+	65+ years	X	X	X
Master Sport Men 55-64	55-64 years	X	X	X
Master Men 65+	65+ years	X	X	X
Category	Age	One – Day Permit	OC Provincial Race License	UCI License
11:45am				
Senior Expert Women	19+ years		X	X
Master Expert Women 35-44	35-44 years		X	X
Master Expert Women 45-54	45-54 years		X	X
Master Expert Women 55+	55+ years		X	X
U19 Junior Sport Men	17-18 years	X	X	X
Senior Sport Men 19+	19+ years	X	X	X
Master Sport Men 35-44	35-44 years	X	X	X
Master Sport Men 45-54	45-54 years	X	X	X
Category	Age	One – Day Permit	OC Provincial Race License	UCI License
1:30pm				
U17 Cadet Expert Women	15-16 years		X	X
U19 Junior Expert Women	17-18 years		X	X
Elite / U23 Women*	19+ years		X	X
U17 Cadet Expert Men	15-16 years		X	X
U19 Junior Expert Men	17-18 years		X	X
Senior Expert Men	19+ years		X	X
Elite / U23 Men*	19+ years		X	X
Master Expert Men 35-44	35-44 years		X	X
Master Expert Men 45-54	45-54 years		X	X
Master Expert Men 55+	55+ years		X	X

YOUTH (AGES 8-16) CATEGORY STRUCTURE *NEW FOR 2022*

Beginning in 2022, youth (8-16 years of age, not including U17 Expert) will now be slotted into ability based “Grade” categories. This change will bring the MTB youth categories into closer alignment with those in Road, Cyclo-cross and Track racing events, and will provide a stronger athlete development system based on ability, rather than simply age.

The youth ability-based system will be a “self-seeding” category structure where coaches/parents are expected to enter the youth athlete in the most appropriate category for their current ability. Upgrading or downgrading from one youth category to another will be at the discretion of the coach/parent of the athlete. Category standings will continue to be tracked, however parents/coaches are encouraged to focus more on the youth member’s development within the sport, rather than winning series recognition.

As the youth categories are self-seeded, the chart on the following page has been created to simply act as a suggestion chart. Some early season growing pains with seeding in the appropriate category are expected, but ultimately, this shift will result in a stronger development race series for youth participants.

Athletes looking to upgrade to the U17 Expert category for Ontario provincially-sanctioned events must submit a request to the OC Youth Upgrade/Downgrade Committee for approval. The minimum requirement for requests include A Grade results for Boys and B Grade results for Girls. The Committee will review the request and at their discretion, decide if the athlete is eligible for an upgrade to U17 Expert. For any athlete younger than 15 years of age (as of December 31, 2022), this upgrade does not apply for National Championship or Provincial Championship events.

PROVINCIAL & NATIONAL CHAMPIONSHIP YOUTH CATEGORIES

For the Ontario Provincial XC Championships, youth categories will reflect the proper racing age category (as of December 31, 2022) of the individual.

Year of Birth	Provincial Championship / National Challenge Category
2012-2014	U11/Squirt
2010-2011	U13/Peewee
2008-2009	U15/Minime
2006-2007	U17/Cadet
<i>Note: If you are racing in the A Grade but have not upgraded to U17 Expert, you will be expected to race the U17 Sport category at the Provincial Championships and National Championships.</i>	

YOUTH CATEGORY SUGGESTED SEEDING CHART

Suggested New Category	Racing History (based on 2021 performances)	Approx. Race Length (2022)
A Grade	<ul style="list-style-type: none"> • Top 50% in U17 Sport Boys • Top 25% in U15 Boys 	13 – 18km
B Grade	<p><i>Boys</i></p> <ul style="list-style-type: none"> • Finished in the Bottom 50% of U17 Sport • Finished outside of the Top 5 of U15 • Finished in Top 3 consistently of U13 <p><i>Girls</i></p> <ul style="list-style-type: none"> • Finished in Top 50% of U17/Junior Sport • Finished in Top 25% of U15 	7.5 – 10km
C Grade	<p><i>Limited racing experience in OCup MTB Series</i></p> <ul style="list-style-type: none"> • Finished in the Bottom 50% of Boys' categories • Finished in the Bottom 75% of Girls' categories 	7.5 – 10km
D Grade	<p><i>New or very limited OCup MTB race experience</i></p> <p><i>Have raced in a weekly series or other cycling discipline</i></p>	4 – 6km
E Grade	<p><i>New or very limited MTB racing experience</i></p>	4 – 6km

This chart is a suggestion chart only and coaches/parents are encouraged to choose the most appropriate category for their youth athlete's ability. Actual race length may vary due to course setup.

EVENT CATEGORIES & REGISTRATION FEE CAPS

ONTARIO CUPS #1-5

Session #	Suggested Time	Categories	Individual Event Pre-Reg Cap Up to Sunday at 11:59pm 2 weeks before race (Approximately 14 days out)	Individual Event Pre-Reg LATE ENTRY Cap (Cut-off Wednesday before race at 11:59pm)
1	8:30am	E Grade Girls E Grade Boys D Grade Girls D Grade Boys	\$33 + HST & Fees	\$43 + HST & Fees
2	9:00am	C Grade Girls C Grade Boys B Grade Girls B Grade Boys	\$40 + HST & Fees	\$50 + HST & Fees
3	10:00am	A Grade Girls A Grade Boys U19 Junior Sport Women Senior Sport Women 19+ Master Sport Women 35-44 Master Sport Women 45-54 Master Sport Women 55-64 Master Women 65+ Master Sport Men 55-64 Master Men 65+	\$47 + HST & Fees A Grade Boys/Girls \$53 + HST & Fees All other categories	\$57 + HST & Fees A Grade Boys/Girls \$63 + HST & Fees All other categories
4	11:45am	Senior Expert Women Master Expert Women 35-44 Master Expert Women 45-54 Master Expert Women 55+ U19 Junior Sport Men Senior Sport Men 19+ Master Sport Men 35-44 Master Sport Men 45-54	\$55 + HST & Fees	\$65 + HST & Fees
5	1:30pm	U17 Cadet Expert Women U19 Junior Expert Women Elite / U23 Women U17 Cadet Expert Men U19 Junior Expert Men Senior Expert Men Elite / U23 Men Master Expert Men 35-44 Master Expert Men 45-54 Master Expert Men 55+	\$55 + HST & Fees U17 Cadet Expert \$63 + HST & Fees All other categories	\$65 + HST & Fees U17 Cadet Expert \$73 + HST & Fees All other categories

NATIONAL CHAMPIONSHIP/ONTARIO CUP #6

Session #	Suggested Time	Categories	Early Entry Before June 15	Regular Fee June 16 – July 13	Late Entry After July 13
1	SATURDAY 9:00am	Senior Expert Women Master Expert Women 35-44 Master Expert Women 45-54 Master Expert Women 55+ Senior Expert Men Master Expert Men 35-44 Master Expert Men 45-54	\$65 + HST & Fees	\$75 + HST & Fees	\$90 + HST & Fees
2	SATURDAY 11:00am	U17/Cadet Expert Women U17/Cadet Expert Men U19/Junior Expert Men U19/Junior Expert Women	\$65 + HST & Fees	\$75 + HST & Fees	\$90 + HST & Fees
3	SATURDAY 1:00pm	U23 Women Elite Women	\$73 + HST & Fees	\$83 + HST & Fees	\$103 + HST & Fees
4	SATURDAY 3:00pm	U23 Men Elite Men	\$73 + HST & Fees	\$83 + HST & Fees	\$103 + HST & Fees
5	SUNDAY 8:30am	U11/Squirt Girls U11/Squirt Boys U13/Peewee Girls U13/Peewee Boys	\$40 + HST & Fees	\$50 + HST & Fees	\$55 + HST & Fees
6	SUNDAY 9:30am	U15/Minime Girls U17/Cadet Sport Girls U19/Junior Sport Girls Senior Sport Women Master Sport Women 35-44 Master Sport Women 45-54 Master Sport Women 55+	\$51 + HST & Fees U15/U17/U19 \$56 + HST & Fees Senior &	\$60 + HST & Fees U15/U17/U19 \$66 + HST & Fees Senior & Master Sport W	\$70 + HST & Fees U15/U17/U19 \$76 + HST & Fees Senior & Master Sport W
7	SUNDAY 11:00am	U15/Minime Boys U17/Cadet Sport Boys U19/Junior Sport Boys	\$56 + HST & Fees U15/U17 \$58 + HST &	\$66 + HST & Fees U15/U17 \$68 + HST & Fees U19	\$76 + HST & Fees U15/U17 \$78 + HST & Fees U19
8	SUNDAY 12:30pm	Senior Sport Men 19+ Master Sport Men 35-44 Master Sport Men 45-54 Master Sport Men 55-64 Master Sport Men 65+	\$58 + HST & Fees Senior/Master Sport 35-64 \$56 + HST & Fees Master 65+	\$68 + HST & Fees Senior/Master Sport 35-64 \$66 + HST & Fees Master 65+	\$78 + HST & Fees Senior/Master Sport 35-64 \$76 + HST & Fees Master 65+

PROVINCIAL CHAMPIONSHIP/ONTARIO CUP #7

Session #	Suggested Time	Categories	Early Entry	Regular Fee
			<i>Before August 14</i>	<i>August 14 - 24</i>
1	8:30am	U11 Squirt Girls U11 Squirt Boys U13 Peewee Girls	\$33 + HST & Fees	\$43 + HST & Fees
2	9:00am	U15 Minime Girls U13 Peewee Boys U15 Minime Boys	\$40 + HST & Fees	\$50 + HST & Fees
3	10:00am	U17 Cadet Sport Girls U17 Cadet Sport Boys U19 Junior Sport Women Senior Sport Women 19+ Master Sport Women 35-44 Master Sport Women 45-54 Master Sport Women 55-64 Master Women 65+ Master Sport Men 55-64 Master Men 65+	\$47 + HST & Fees U17 Sport Girls & Boys	\$57 + HST & Fees U17 Sport Girls & Boys
			\$53 + HST & Fees All other categories	\$63 + HST & Fees All other categories
4	11:45am	Senior Expert Women Master Expert Women 35-44 Master Expert Women 45-54 Master Expert Women 55+ U19 Junior Sport Men Senior Sport Men 19+ Master Sport Men 35-44 Master Sport Men 45-54	\$55 + HST & Fees	\$65 + HST & Fees
5	1:30pm	U17 Cadet Expert Women U19 Junior Expert Women Elite Women U23 Women U17 Cadet Expert Men U19 Junior Expert Men Senior Expert Men Elite Men U23 Men Master Expert Men 35-44 Master Expert Men 45-54 Master Expert Men 55+	\$55 + HST & Fees U17 Cadet Expert	\$65 + HST & Fees U17 Cadet Expert
			\$63 + HST & Fees All other categories	\$73 + HST & Fees All other categories