



**ONTARIO
CYCLING**

always in motion

ROAD EVENT GUIDELINES

2023

TABLE OF CONTENTS

EVENT SANCTIONING	3
EVENT SANCTIONS	3
OTHER ITEMS	7
GENERAL GUIDELINES: ALL LEVELS OF EVENTS	8
ORGANIZER REQUIREMENTS.....	8
REGISTRATION REQUIREMENTS	8
SPORT TECHNICAL REQUIREMENTS	10
MARKETING REQUIREMENTS.....	12
ON-SITE REQUIREMENTS.....	12
COMMUNICATION REQUIREMENTS.....	13
SAFETY REQUIREMENTS	14
WEEKLY SERIES & CYCLE FOR ALL EVENTS.....	16
CATEGORIES & LICENSING REQUIREMENTS.....	16
TECHNICAL GUIDE.....	16
RESULTS	16
OFFICIALS.....	16
ROAD REQUIREMENTS	17
2023 ENTRY FEES.....	17
APPENDICES.....	18
APPENDIX A1: Road Events – Time Trials.....	18
APPENDIX A2: Road Events – Criterium and Road Races	25
APPENDIX A3: Road Events – Youth	33

EVENT SANCTIONING

EVENT SANCTIONS

Types of Sanctioned Events

1. **Weekly Series** events run with the category structures Beginner, Sportif, and Open categories, unless otherwise agreed to with the OC office. Weekly Series events have a registration of less than \$30/registrant/event and run on a weekly basis. License requirements subject to event rules.
2. **General Series** events run with category structures Beginner, Sportif, and Open categories, unless otherwise agreed to with the OC Office. License requirements subject to event rules. General Series are events that have a registration cost of \$30 or more/registrant/event and run every few weeks or once a month. They do not run weekly and have a different set of fees than Weekly Series events.
3. **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 criteria are not awarded at these events. License requirements subject to event rules.
4. **Regional Events** run with any category structure including but not limited to ability-based, age-based, or distance-based. Ontario Cup and category upgrade criteria are not awarded at these events. License requirements subject to event rules. Regional Events will be broken down into 2 levels based on recommended officiating needs:
 - a. **Regional A** are events tracking towards OCup status such as larger-scale road or criterium races that require 2 or more provincially assigned commissaires to score and enforce rules
 - b. **Regional B** are community-based events where there is less emphasis on timing and scoring and therefore do not require provincially assigned commissaires
5. **Ontario Cup Race** events must run with ability-based categories (see License Requirements below). Ontario Cup and category upgrade criteria are awarded at these events. License requirements subject to event rules.
6. **Provincial Championship** events must run with UCI age-based categories (see License Requirements below). Ontario Cup and upgrade criteria are not awarded at these events. License requirements subject to event rules.
7. **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

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 [Ontario Cycling](#) 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 the OC office. Commercial Event insurance forms can be found on the 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 the OC insurance broker. This insurance must list the OC and Cycling Canada (CC) as additional insured and a copy of the insurance certificate be submitted to the 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. **Non-Member Permits**

At OC's discretion, and in agreement with the Organizer on the terms, Non-Member Permits may be available for your event Non-Member Permits may only be sold during pre-registration only (not available onsite) at a cost of:

- \$17.00 for Adults (19+)
- \$14.00 for Youth (18 and under)
- Riders are eligible to purchase 3 Non-Member Permits for the season. After three Non-Member Permits are purchased, a Provincial Race License or UCI Race License will be required to participate in future events. OC will be closely monitoring the number of Non-Member Permits issued per rider.

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

Please note that Non-Member permits are not allowed for registrations at OCups and Provincial events, except for the Sportif/Eddy Merckx Category for Road Time Trials.

Event Sanction Chart

Event Type	Sanction Details		Sanction Fees				
	Category Structure	Ontario Cup/Category Upgrade Criteria	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 Non-Member Permits will face a premium	\$3.25 + HST per unique rider	Please contact OC Office for Eligibility	
General Series	Beginner, Sportif, Open	N/A			\$3.25 + HST per rider		
Cycle For All and Regional Events	Any structure (ability-based, age-based, distance-based)	N/A					
Ontario Cup Race	Ability-based	Yes			\$3.25 + HST per rider		
Provincial Championship	Age-based as per National Champs	No					
National Race	According to CC stipulations and sanctioning	N/A			\$1.00 + HST per rider		Not permitted

*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

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 the OC website and must be submitted fifteen (15) business days in advance of the event. If applications are submitted less than 15 days prior to the event, liquor coverage will not be guaranteed. 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. All information is provided in the [Interpodia/CCN Refundable Registration Program](#).

GENERAL GUIDELINES: ALL LEVELS OF EVENTS

ORGANIZER REQUIREMENTS

- It is recommended that all Organizers complete a Commissaire training course. For information related to Commissaire courses, please contact OC.
- All organizers need to obtain/possess a valid UCI Technical license with Organizer listed
- All organizers must be in good standing with Ontario Cycling.

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 event 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 the Concussion Code of Conduct as well as the OC waiver. 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
- All licenses must be checked either by seeing the person's digital or hard copy version
 - Riders must only race in the category indicated on their license (if offered at the event)
- Entry fee caps are in place. Please refer to the entry fee chart in your discipline's appendix
- It is recommended that organizers use CCN as their registration provider
- All events in 2023 will be pre-registration only
- Rider sign-in closes 30-minutes prior to the first rider departing. Start lists should be delivered to the designated timing company, and subsequently made accessible to the Commissaires after rider sign-in closes. Sign-in sheets must be returned to OC staff by the end of the day.
- Prize list must be posted in the Technical Guide (if applicable)
- Organizer must provide an 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 2023 Events, registration will be open to 2023 Ontario Provincial Race License or 2023 UCI Race License holders with a valid race category on their card. Riders without a valid road category on their license should contact the OC Office. A minimum age requirement of 14 years of age (if granted an upgrade from youth) is still required to participate in OCups and/or Provincial Championships.

In addition, organizers may have the option to offer Non-Member 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. The 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)
- Course map to scale including a course profile
 - Direction to race location and parking location
- Safety and emergency action plans and information
 - 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. Timing & Results

All OCups and Provincial Championships are to be appropriately timed, providing a result for each participant. Timers must be approved by OC in advance.

All official results must be printed by the Timer (with Gold, Silver, and Bronze listed) and signed by the President of the Commissaire Panel.

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

Photo/Video-finish is required for all OCup events except for time-trials.

3. Finish Platform

All OCup events must have a covered, raised finish platform located at the finish line for the Finish Judge.

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 the designated OC Marketing & Communication representative.

ON-SITE REQUIREMENTS

1. **Facilities**

If road closures are required for the event, the Organizers shall have a permit for the use of the road/course and shall ensure that the road closure complies with all local requirements. The Organizer is responsible to ensure that adequate barricades are in place to keep spectators off the racecourse in the vicinity of the start/finish and or other areas of the racecourse as required. If road closures are not required, the organizers must communicate to all participants that they must adhere to the rules of the road through pre-race information as well as on event day.

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 includes 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 turnarounds. 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. The public address system should be used for all rider/race announcements as well as during the awards presentation/ceremony. This can be done using 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, Youth Development Series and Provincial Championship events. The radios have multiple channels and should be distributed accordingly. Handheld radios for OC staff, Technical Delegate, all assigned Commissaires, First Aid and primary Event Organizer. A base station can be supplied for the start/finish area and in-car radios can be available in limited quantities. The OC Technical Delegate shall aid in placing the radios and antennas in the Commissaire vehicles and returning them at the end of the race. Organizers are responsible for any other radio requirements at the event (e.g., race operations of the Organizer).

Radios may not function well in all circumstances - hills, long distances, and other interfering devices can make communication difficult at times. A backup plan using cell phones should be in place, for events covering long distances.

Note: The Organizer must be able to always contact First Aid and be equipped with the means to effectively communicate with the President of the Commissaire Panel (PCP) over the course of the event. The Organizer must always be available by radio or backup plan and provide a knowledgeable volunteer at the start/finish area to answer race questions, who is always clearly identifiable.

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 five (5) days of the initial incident. The [2023 OC Sport Injury Form](#) may also be filled out by Coaches, Trainers and if under age, parents/guardians.

In the case of serious injury or possible concussion, please contact the OC Event Staff Lead ASAP.

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 at the event. If Odyssey Medical is not the medical provider, organizers are required to use a provider of similar credentials. OC has the right to request verification of First Aid qualifications.

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.

In the event of an accident, the organizer is responsible for providing Ontario Cycling with the incident report information. This may require the organizer to reach out to the contracted medical provider to obtain the information, or to request that the athlete allow for the information to be shared.

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. 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 sanctioned events at this level must provide racing opportunities for all levels of riders. An example of potential race divisions and licensing requirements is listed below.

Some Weekly Series and Cycle For All events may offer Non-Member Permits for purchase for first time racers. For more information including if your event qualifies, please contact Ontario Cycling directly. Weekly Series and Cycle For All event organizers will have to submit registration lists to us for tracking purposes as Non-Member Permit use is being strictly enforced and tracked.

Category	Non-Member Permit	Provincial Race License	UCI License
Beginner – Male / Female	X	X	X
Sportif – Male / Female	X	X	X
Open – Male / Female	X	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.

ROAD REQUIREMENTS

If the event is run on open roads without closures, event participants must understand that they are obligated to follow the rules of the road. This must be communicated through the listed event rules and regulations, as well as during the pre-event speech given on the day of the event(s) by the organizer.

2023 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.

APPENDICES

APPENDIX A1: Road Events – Time Trials

Licensing Requirements

Regionals / OCup Series Race			
Categories	Non-Member Permit	Provincial Race License	UCI License
Para		X	X
Master A Women		X	X
Master B Women		X	X
Elite 3 Women		X	X
Elite 1,2 Women		X	X
Master 3 Men		X	X
Master 2 Men		X	X
Master 1 Men		X	X
Elite 4 Men		X	X
Elite 3 Men		X	X
Elite 1, 2 Men		X	X
Sportif/Eddy Merckx	X	X	X

Sportif Category: for those who do not meet the bike check requirements or do not wish to race the championship category

Eddy Merckx Category: (non-Aero) riders are not permitted to use any aero equipment including aerobars, clip-on bars, disc wheels, shoe covers or aero helmets. Bicycles must meet the requirements of mass start races including wheels.

Provincials or Age-Based Events			
Championship Categories	Age Range	Provincial Race Licenses	UCI Licenses
Para	15+	X	X
U19 Men	15-18	X	X
U23 Men	19-22	X	X
Master A Men	35-44	X	X
Master B Men	45-54	X	X
Master C Men	55-64	X	X
Master D Men	65+	X	X
Elite Men	23+	X	X
U19 Women	15-18	X	X
U23 Women	19-22	X	X
Master A Women	35-44	X	X
Master B Women	45-54	X	X
Master C Women	55-64	X	X
Master D Women	65+	X	X
Elite Women	23+	X	X

Non-Championship Categories	Non-Member Permits	Provincial Race Licenses	UCI Licenses
15 KM Sportif	X	X	X
30 KM Sportif	X	X	X
40 KM Sportif	X	X	X
Eddy Merckx	X	X	X

The Provincial Championships will run utilizing UCI age-based categories. OCup points will not be awarded at these events. Provincial Championships are organized according to distances and regulations based on National Championships. **Registration is open to all licensed riders, but only Ontario-licensed riders are eligible for medals.**

Medals will be awarded to the Top 3 in each Provincial Championship category.

Please note, for Non-Championship categories, Non-Championship medals will be awarded to the winners. Provincial Jerseys will not be awarded to Non-Championship winners.

For all 2023 provincially sanctioned events in Ontario, a UCI or Provincial Race License is the requirement.

At OC's discretion, and in agreement with the Organizer on the terms, Non-Member Permits may be made available. Non-Member Permits may only be sold during pre-registration only and are not available onsite at a cost of:

- \$22.00 for Adults (19+)
- \$17.00 for Youth (U19)

Riders are only eligible to purchase three single Non-Member Permits for the season. After three Non-Member Permits are purchased, a Provincial Race License or UCI Race License will be required to participate in future events. OC will be closely monitoring the number of Non-Member Permits issued per rider.

New for 2023 All riders who wish to compete at a Provincial Championships in 2023 are required to have participated in 1 or more OCups of the same discipline in the same calendar year. Riders who register for an OCup but do not start (DNS) will not be eligible to compete, only riders who start an OCup: ending in a result, DNF, and/or DSQ from 1 or more OCups in the same calendar year will be able to race their championship or OCup category at Provincials.

Event Categories, Distances and Prices

Regional/Ontario Cups/Ontario Time Trial Series		
Categories	Recommended Distance	Entry Fee Cap
Para (Handcycle & Trike)	15 KM	\$90. ⁰⁰ + Fees
Para (Tandem and "C" Class)	30 KM	
Master A Women	30 KM	
Master B Women	30 KM	
Elite 3 Women	30 KM	
Elite 1,2 Women	30 KM	
Master 3 Men	30 KM	
Elite 3 Men	30 KM	
Elite 4 Men	30 KM	
Eddy Merckx	30 KM	
Master 2 Men	40 KM	
Master 1 Men	40 KM	
Elite 1,2 Men	40 KM	
15 KM Sportif*	15 KM	\$60. ⁰⁰ + Fees
30 KM Sportif*	30 KM	
40 KM Sportif*	40 KM	
<p>*Note: A Sportif category must be provided for each unique distance</p> <p>Please contact OC office for more information</p>		

Sportif Category: for those who do not meet the bike check requirements or do not wish to race the championship category

Eddy Merckx Category: (non-Aero) riders are not permitted to use any aero equipment including aerobars, clip-on bars, disc wheels, shoe covers or aero helmets. Bicycles must meet the requirements of mass start races including wheels.

Provincials/Age-Based Event Time Trial			
Categories	Age Range	Recommended Distance	Entry Fee Cap
Para (Handcycling / Trike)	15+	15 KM	\$90. ⁰⁰ + Fees
Para (Tandem / "C" Class)	15+	30 KM	
Master A Women	35-44	30 KM	
Master B Women	45-54	30 KM	
Master C Women	55-64	30 KM	
Master D Women	65+	30 KM	
Elite Women	23+	30 KM	
U19 Women	15-18	30 KM	
U23 Women	19-22	30 KM	
Master A Men	35-44	40 KM	
Master B Men	45-54	40 KM	
Master C Men	55-64	30 KM	
Master D Men	65+	30 KM	
Elite Men	23+	40 KM	
U19 Men	15-18	40 KM	
U23 Men	19-22	40 KM	

Other Categories	Recommended Distance	Entry Fee Cap
15 KM Sportif	15 KM	\$60. ⁰⁰ + Fees
30 KM Sportif	30 KM	
40 KM Sportif	40 KM	
Eddy Merckx	30 KM	\$60. ⁰⁰ + Fees

New for 2023 All riders who wish to compete at Time Trial Provincial Championship in 2023 are required to have participated in 1 or more Road OCups in the same calendar year. Riders who register for an OCup but do not start (DNS) will not be eligible to compete, only riders who start an OCup: ending in a result, DNF, and/or DSQ from 1 or more OCups in the same calendar year will be able to race their championship or OCup category at Provincials. An exception will be made to those who would like to participate in the Sportif or Eddy Merckx categories.

Note: Events wishing to charge more must be able to prove value to the participants.

Time Trial Course Design

Recommended race distances for each category can be found within the chart located above. If organizers wish to run a race that is more than 10% longer or shorter than the recommended race distances, approval must be received by OC. With approval, an organizer may be able to shorten early season or late season events by up to 25%.

The course should be designed with safety in mind. Roads should be paved without serious defects and corners must be swept. In addition, an ambulance must be able to access any part of the course. Courses should avoid any situation where a rider may have to yield his/her pace. Turnarounds, if any, should be in highly visible, open spots. The finish area should be at least 100 metres offset from the start.

Time Trial Course Requirements

- Start area would ideally be on a closed road
- Where possible the last 5, 4, 3, 2, 1 KM of the course should be marked
- Corners should be swept
- Turnarounds should be clearly marked by pylons with at least 6 metres of radius of course maintained around the turn. Signage indicating prior notice of upcoming turnaround is required
- Organizers should have a volunteer at the turnaround in case assistance is needed
- The finish should be barricaded with sturdy inter-connecting metal barriers for 150 metres after the line. Where possible, the finish must be on a straight line, clear of traffic
- Course length should be ideally between 15km and 40km (either as an out and back or a loop) for Ontario Time Trial Series Events.
- If choosing a two up Time Trial on a closed course, the distance can be shorter.
- The Start should have marked off spots for each rider to stage
- Staging can be done on the side of the road or grass (if applicable) to be given more space.

- Riders should be seeded on the start list in order of presumed fastest rider to slowest rider with pre-arranged starting times.
- The Start/Finish area must be always controlled. Depending on the venue, this may require metal connecting barriers. In addition, ALL course crossings should always have a designated volunteer/police presence as well as at any turnaround point.
- If doing an out and back course, organizers must have either a Commissaire or volunteer at the midway point recording which riders made the turnaround.
- Organizers will be able to select their own timer; however, are encouraged to employ a reliable timing system which can accommodate their race format and publish online results in an accurate and timely fashion. Results should not be posted at the event site to avoid a congregation area. Due to changes in scheduling and restrictions, riders from the same category may ride within the same session but not necessarily in succession. However, all riders within a category should race within the same session.

Time Trial Officials

At least one (1) official is recommended for Regional events. Organizers supplying their own qualified licensed officials may be able to reduce the number assigned to them. Payment of officials is the responsibility of the organizer, as well as overnight accommodation and per diem where applicable. Ontario Cup/Ontario Time Trial events require a minimum of 3 to 6 officials. Provincial Championship events may require a minimum of 5 to 6 officials. Number of officials are subject to review depending on the event. Officials are to be paid by the organizer.

Para – Standardized Factoring

Para-Cycling events consist of 4 categories: bicycle, tricycle, handcycle, and tandem. Each category is further separated into several sport classes. Para-cyclists often have limited numbers at provincial events. Gender and/or sport classes will have their results combined to pool several athletes together in performance rankings. The 4 categories will remain separated. The UCI Standard Performance Factors will be applied to ensure equity in performance ranking when sport classes and/or genders are combined. The most recent update of the [Table of standard performance factors can be found on the Para-cycling section of the UCI website.](#)

Standard Factoring will be in place at the Provincial Championships.

Para – Accessible Parking

Accessible parking must be available for para-athletes. For example, designated accessible parking spaces should be the spaces closest to the start/finish area. They should be wider than a standard parking space to allow for parking of trailers and larger vehicles. Accessible parking spaces should be flat and on easy terrain to navigate in and out.

APPENDIX A2: Road Events – Criterium and Road Races
Criterium and Road Race Licensing Requirements

Regional / Cycle for All / Weekly Series Events		
Category	Non-Member Provincial Race License	UCI License
Beginner – Male / Female	X	X
Sportif – Male / Female	X	X
Open – Male / Female	X	X

Ontario Cup / Regional Race			
Categories	Age Range	Provincial Race License	UCI License
Master A Women	35-44	X	X
Master B Women	45+	X	X
Master 1 Men	35+	X	X
Master 2 Men	35+	X	X
Master 3 Men	35+	X	X
Elite 1,2 Women	15+	X	X
Elite 3 Women	15+	X	X
Elite 1,2 Men	15+	X	X
Elite 3 Men	15+	X	X
Elite 4 Men	15+	X	X
Sportif	15+	X	X

Provincial Championships – Road Races & Criteriums			
Categories	Age Range	Provincial Race Licenses	UCI Licenses
U19 Men	15-18	X	X
U23 Men	19-22	X	X
Master A Men	35-44	X	X
Master B Men	45-54	X	X
Master C Men	55-64	X	X
Master D Men	65+	X	X
Elite Men	19+	X	X
U19 Women	15-18	X	X
U23 Women	19-22	X	X
Master A Women	35-44	X	X
Master B Women	45-54	X	X
Masters C Women	55+	X	X
Elite Women	19+	X	X

New for 2023 All riders who wish to compete at a Provincial Championship in 2023 are required to have participated in 1 or more OCups of the same discipline in the same calendar year. Riders who register for an OCup but do not start (DNS) will not be eligible to compete, only riders who start an OCup: ending in a result, DNF, and/or DSQ from 1 or more OCups in the same calendar year will be able to race their championship or OCup category at Provincials.

The Provincial Championships will run utilizing UCI age-based categories. OCup points will not be awarded at these events. Provincial Championships are organized according to distances and regulations based on National Championships. **Registration is open to all licensed riders, but only Ontario-licensed riders are eligible for medals.**

Medals will be awarded to the Top 3 in each Provincial Championship category.

Please note, for Non-Championship categories, Non-Championship medals will be awarded to the winners. Provincial jerseys will not be awarded to Non-Championship categories.

When U23 and Elite races are combined (start at the same time), 2 separate podiums will be awarded. The overall winner of the race will be named the Elite Provincial Champion and will receive the Elite Provincial Champion jersey. The first U23 rider across the line will be named the U23 Provincial Champion and will win the U23 Provincial Champion's jersey. If the overall race winner is a U23 rider, they will be named both the Elite and U23 Champion and win both jerseys.

criterium and Road Race Event Categories, Distances and Prices

Regional and OCup - Road Races					
Categories	Age Range	Distance	Entry Fee Cap	Start Wave	Start Time
Elite 4 Men	15+	60 – 80 km	\$90. ⁰⁰ + Fees	A	8:30 AM
Master 3 Men	35+	60 – 80 km		A	8:32 AM
Master A Women	35-44	60 – 80 km		A	8:34 AM
Master B Women	45+	60 – 80 km		A	8:34 AM
Elite 3 Women	15+	60 – 80 km		A	8:34 AM
Elite 3 Men	15+	80 – 100 km		B	11:00 AM
Master 2 Men	35+	60 - 80 km		B	11:02 AM
Elite 1,2 Women	15+	80 – 100 km		B	11:04 AM



Elite 1,2 Men	15+	130 km	C	1:30 PM
Master 1 Men	35+	100 km	C	1:32 PM
Sportif	15+	20-40 km	C	1:34 PM

+ Fees refers to HST and online CCN administrative fees

Note: Entry fees should not be increased for additional perks such as BBQ or t-shirts, etc.
 Note: Regional events follow the same structure, but upgrade criteria are not available

Regional and OCup - Criteriums

Categories	Age Range	Suggested Time	Entry Fee Cap	Start Wave	Start Time
Elite 4 Men	15+	50 min	\$90.00 + Fees	A	8:30 AM
Master 3 Men	35+	50 min		A	8:32 AM
Elite 3 Men	15+	50 min		B	9:30 AM
Master 2 Men	35+	50 min		B	9:32 AM
Elite 1,2 Women	15+	60 min		C	10:30 AM
Elite 3 Women	15+	60 min		C	10:32 AM
Master A Women	35-44	60 min		C	10:32 AM
Master B Women	45+	60 min		C	10:32 AM
Elite 1,2 Men	15+	75 min		D	12:00 PM
Master 1 Men	35+	75 min		D	12:02 PM

+ Fees refers to HST and online CCN administrative fees

Note: Entry fees should not be increased for additional perks such as BBQ or t-shirts, etc.
 Note: Regional events follow the same structure, but upgrade criteria are not available

Provincial Road Race					
Categories	Age Range	Distance	Entry Fee Cap	Start Wave	Start Time
Master C Men	55-64	60 – 80 km	\$90. ⁰⁰ + Fees	A	8:30 AM
Master D Men	65+	60 – 80 km		A	8:30 AM
U19 Women	15-18	60 – 80 km		A	8:32 AM
Master A Women	35-44	60 – 80 km		A	8:32 AM
Master B Women	45-54	60 – 80 km		A	8:32 AM
Master C Women	55+	60 – 80 km		A	8:32 AM
U19 Men	15-18	100-120 km		B	11:00 AM
Master B Men	45-54	80 km		B	11:02 AM
Elite Women	19+	80 -100 km		B	11:04 AM
U23 Women	19-22	80-100 km		B	11:04 AM
U23 Men	19-22	160 km		C	1:30 PM
Elite Men	19+	160 km		C	1:30 PM
Master A Men	35-44	100 km		C	1:32 PM

Provincial Crit Race					
Categories	Age Range	Suggested Time	Entry Fee Cap	Start Wave	Start Time
Master C Men	55-64	50 min	\$90. ⁰⁰ + Fees	A	8:30 AM
Master D Men	65+	50 min		A	8:30 AM
U19 Men	15-18	75 min		B	9:30 AM
Elite Women	19+	60 min		C	11:00 AM
U23 Women	19-22	60 min		C	11:00 AM
U19 Women	15-18	60 min		C	11:00 AM
Master A Women	35-44	60 min		C	11:02 AM
Master B Women	45-54	60 min		C	11:02 AM
Master C Women	55+	60 min		C	11:02 AM
Master A Men	35-44	75 min		D	12:30 PM
Master B Men	45-54	50 min		D	12:32 PM
Elite Men	19+	75 min		E	2:00 PM
U23 Men	19-22	75 min		E	2:00 PM

The Provincial Championships will run utilizing UCI age-based categories. OCup points will not be awarded at these events. Provincial Championships are organized according to distances and regulations based on National Championships. **Registration is open to all licensed riders, but only Ontario-licensed riders are eligible for medals.**

Medals will be awarded to the Top 3 in each Provincial Championship category.

Please note, for Non-Championship categories, medals will be awarded to the winners, but Provincial jerseys will not.

Ontario Cup Road Series Points

Ontario Cup Road Series Points are awarded to all categories, except for Sportif. Only riders who purchase their racing license through OC are eligible for OCup points. DNF riders (riders who do not finish) are not entitled to OCup points.

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

Place	Points
1 st Place	25 Points
2 nd Place	20 Points
3 rd Place	16 Points
4 th Place	13 Points
5 th Place	11 Points
6 th Place	10 Points
7 th Place	9 Points
8 th Place	8 Points

Place	Points
9 th Place	7 Points
10 th Place	6 Points
11 th Place	5 Points
12 th Place	4 Points
13 th Place	3 Points
14 th Place	2 Points
15 th Place	1 Points

Note: OCup points are different than upgrade criteria.

Ontario Cup Series Champions will be determined by the calculation of all OCup points earned per rider at all the OCup events in the series for the current year.

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 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.

Category Upgrade Process

New for 2023

New for 2023, upgrade criteria will be used in place of points to determine if a rider is eligible to upgrade categories. With mandatory upgrade category criteria that is easier to achieve, the new upgrade process will provide greater flexibility for optional movement between categories, while protecting categories against strong riders. Riders will be eligible to earn criteria to upgrade at OCups of the respective discipline they are looking to upgrade in.

Road Category	Mandatory	Optional
E2 to E1*	UCI or National Trade Team	Finishing Top 3 at an OCup event
E3 to E2 M2 to M1	Win 2 OCups, Place 3 times on the podium at OCups, or UCI or National Trade Team	Finish race in first 20% of OCup category, Elite 1/2 CX Status, Elite MTB Status, or Junior Expert MTB (Based on approval)
E4 to E3 M3 to M2	Win 2 OCups, or Place 3 times on the podium at OCups	Self-Selection (all riders have the option to self-seed as E4 or E3 and M3 or M2 in accordance with their age category)

*Does not apply to U17 aged riders or Master categories.

** You must race the category on your license, please notify the Ontario Cycling office in advance of your event if you are planning to upgrade or downgrade categories. You may be asked to provide additional information such as race results upon submitting a request to upgrade or downgrade.

APPENDIX A3: Road Events – Youth

The Youth Road Development Series was established as an introduction to youth between the ages of 9 and 18 to ability-based racing. The goal of the series is to build the skill level of youth, preparing them for lifelong enjoyment within the sport. This model allows athletes of different physical age, years in sport, skill, and power levels to race alongside those with similar ability levels. Parents are reminded that the focus of the series is on the development of their child, as a cyclist, and that performance at youth races is not a reliable indicator of future international success. However, it is a key stepping-stone to building participation within the sport.

The Youth Road Development Series is guided by four (4) main principles. It is important to keep these principles in mind if you are a participant, parent, coach, or organizer.

1. Fun

Keep a positive attitude and contribute to a positive atmosphere both in and out of competition.

2. Sportsmanship & Fair Play

Play honestly and obey the letter and spirit of the rules.

3. Development

Every young athlete deserves a program appropriate to their individual stage of development.

4. Participation

Ensure everyone has a place to compete. The core format is comprised of a cycling race where the outcome is determined by the finish order across the line. The Organizer is responsible for all aspects regarding the race.

Youth Licensing Requirements

For all 2023 Youth Road Development Series events, registration will be open to both 2023 UCI Race License and 2023 Provincial Race License holders with a valid race category on their card and be between 8 and 18 years of age as of December 31st, 2023.

In addition, organizers of Ontario Youth Road Development Series events will have the option to offer Non-Member permits as part of their event should they choose. This must be done via online registration only. Please contact OC 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 OC will help in marketing the event through its website and social media channels.

Youth Format

A 2023 Youth Road Development Series event shall be comprised of a minimum of two events Non-traditional events may be considered upon review by OC.

Mandatory events include:

- Skills Competition/Session (feel free to use some of the examples listed below)

1) Slow Race (Neutral Position)

Instructions

- Use large field or open space
- Once started, riders must keep moving and see who can finish the slowest
- Use ratcheting, brake modulation and standing tall to balance and ride slowly
- Track stands are not allowed in this competition
- Feet must always stay on pedals
- Cyclists must be moving forwards at all times
- Open space is 50 – 100 metres

2) Box Stop (Braking)

Equipment:

- 4 Cones

Instructions:

- Cyclists line up behind one another
- Instructor creates a square shape using cones/objects 10 metres ahead of the cyclists
- One at a time, cyclists take 3-5 pedal strokes and stop one or both wheels in the cone box
- After stopping in the box, cyclists ride back and line up again
- More lines can be created with an greater number of participants
- Modifications can include the instructor to gradually narrow the box, ask cyclists to track stand, or pedal kick when in box

3) Elimination Circle (Ready Position)

Equipment:

- Rope
- Cones

Instructions:

- Set up 1-2 circles, enough to comfortably include all participants
- Start the riders and once moving, invite them into the circle to start the game
- If a rider leaves the circle or drop one foot on the group, they are eliminated from the circle
- As the game progresses, the circle gradually gets smaller
- Ask elimination participants to assist in making the circle smaller to keep them engaged
- The last rider inside the circle wins the game

4) Ride the Snake (Slow-Speed Turns)

Equipment:

- Rope
- Cones

Instructions:

- Create 1 metre wide "tail" and 2.5 – 3 metre "head" using the rope
- Place cone in the "head" as a pivot marker for the participants
- Riders traverse tail and turn around in the head, to turn to safety without riding over the edge of the rope
- Remind riders to use brake modulation, create the largest possible turn with their front wheel to help the rear wheel clear

5) Cone Slalom (Bike-Body Separation)

Equipment:

- Small cones
- Open space

Instructions:

- Using a flat or downhill gradient, create a corridor (4 steps forward, 2 steps to the side)
- Line of staggered cones can be up to 30 metres
- Line riders up facing the cones
- Riders must weave in-between each cone in line
- participants will ride in a straight line back to the start when turned around the final cone
- The next rider will begin when the in-game rider either gets to the bottom of the slalom or by the time they cross the start line
- Great exercise to use 2 lines and create a mini race/competition between 2 groups of riders

Suggested events include:

- Individual Time Trial
- Team Relay
- Hill Climb Time Trial
- Sprint Challenge
- Criterium
- Road Race

Youth Road Development Series Entry Fees

To keep the barrier of entry as low as possible, there is an entry fee cap in place for all Youth Road Development Series events.

The maximum entry fee shall be \$42.50 + HST and CCN administration fees.

Categories	Non-MemberNon-Member Permit	Provincial Race License	UCI License
A Grade		X	X
B Grade		X	X
C Grade		X	X
D Grade		X	X
E Grade		X	X
Try-it	X	X	X
<i>Out of Province riders must have a UCI license.</i>			



Youth Categories, Rollout and Suggested Distances

CAT	ROLLOUT	SUGGESTED SEEDING	SUGGESTED INDIVIDUAL TT SPEED	APPROX. CRIT DIST.	APPROX. TIME TRIAL DIST.
A Grade	7.12m	<ul style="list-style-type: none"> U19 Female – finishing in the Ontario Cup Series U19 Male – finishing in the Ontario Cup Series U17 Male – top 5 in the YRDS 	<ul style="list-style-type: none"> Be able to hold a minimum of 38km/hr for 5km 	30-36 KM	4-5 KM
B Grade	7.12m	<ul style="list-style-type: none"> U19 Female – top 5 in the YRDS U19 Female – mid pack in the Ontario Cup Series U17 Female – top 5 in the YRDS U17 Male – finishing in the pack U15 Male – top 5 in the YRDS New U19 Males 	<ul style="list-style-type: none"> Be able to hold a minimum of 28-34km/hr for 5km 	25-30 KM	4-5 KM
C Grade	7.12m	<ul style="list-style-type: none"> U17 Female – finishing in the pack U15 Female – top 5 in the YRDS U15 Male – finishing in the pack U13 Male – top 5 in the YRDS New U19 Females + New U17 Males 	<ul style="list-style-type: none"> Be able to hold a minimum of 32km/hr for 3km 	22-25 KM	2-3 KM
D Grade	7.12m	<ul style="list-style-type: none"> U13 – finishing in the pack U11 – top 5 in the YRDS New U17 and U15 Females + New U15 Males 	<ul style="list-style-type: none"> Be able to hold a minimum of 30km/hr for 3km 	15-22 KM	2-3 KM
E Grade	7.12m	<ul style="list-style-type: none"> U11 & U13 athletes who consistently finish in the YRDS New U13 & U11 Athletes 	<ul style="list-style-type: none"> Be able to hold a minimum of 25km/hr for 2km 	12-16 KM	1-2 KM
Try-it	None	<ul style="list-style-type: none"> New to cycling as a competitive sport 	<ul style="list-style-type: none"> Be able to ride a bike 	10-12 KM	1-2 KM

Youth Equipment

Cycling gloves are strongly recommended. Aero bars and wheels are not permitted. All equipment must be in good repair, have adequate tires, and operating brakes. Disc wheels are not permitted. The use of Disc brakes in road races has been approved for use in all road races within Ontario.

**Please note that maximum wheel rim depth will not be enforced during this road season.

Youth Officials

The competition shall be under the control of a currently licensed commissaire as assigned by OC. Two (2) are required for all Youth Road Development Series events. The event will run governed by common sense and a sense of fair play shall rule the day. Organizers shall pay the cost of all officials.

Youth Course Design

The competition shall only be held on circuits that are closed to traffic while participants are racing. The course should be designed with safety in mind. Wavy, blind corner sections and corners that narrow, should be avoided or well-marked. Roads should be paved without serious defects and corners must be swept. In addition, an ambulance must be able to access any part of the course.

Youth Awards / Prizes

- **Cash prizing is not permitted.**
- Youth Road Development Series events are based around fun and participation. Any podium, prizing or medal distribution is at the discretion of the organizer.
- Any event choosing to offer podiums must follow proper Youth Road Development Series podium protocols. Riders should wear their competition jersey/kit for the presentation. Hats and sunglasses should not be worn during the podium presentation.

APPENDIX A4: Pending Guideline Updates

Pending Updates for 13/1/23:

- Provincial ITT Championships, separating 15-16 year old's to have a separate U17 category other than a combined U19 15-19 year old age group.
- Removal of National Trade Team status as an Elite 1 mandatory criteria.
- Bringing back criteria to maintain an Elite 1 license, if not met within the calendar year the respective rider will be Elite 2 status the following year.
- E1/2 CX, Elite MTB, and Junior Expert MTB status as mandatory criteria for Elite 3 Men or Elite 2 Women, not Elite 2 for both rider groups.
- Guidance on the removal of gear restrictions in the Junior/U19 categories from the UCI.