



**ONTARIO  
CYCLING**

*always in motion*

**ROAD EVENT GUIDELINES**

v. 3

December 18th, 2023

**2024**

# 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 .....	11
MARKETING REQUIREMENTS.....	13
ON-SITE REQUIREMENTS.....	13
COMMUNICATION REQUIREMENTS.....	14
SAFETY REQUIREMENTS .....	15
GENERAL GUIDELINES: WEEKLY SERIES & CYCLE FOR ALL EVENTS .....	17
CATEGORIES & LICENSING REQUIREMENTS.....	17
TECHNICAL GUIDE.....	17
RESULTS .....	17
OFFICIALS.....	17
ROAD REQUIREMENTS .....	17
2024 ENTRY FEES.....	17
APPENDICES.....	18

## 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. Non-Championship categories will be included to provide additional options to riders who may not fit into a particular championship category.
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 will be subject to the fees according to their respective sanction package. Sanctioning packages can be found on the resources page of the OC website [here](#). Packages are broken down into four major groups depending on what type of event the organizer is planning to host – (1) OC Members Only Events, (2) Non-Member Events, (3) Events with their own Insurance, and (4) Charity Events. Sanctioning fees will fluctuate depending on the number of participants, number of non-members participating, and if the event is using OC insurance coverage.

If there are any questions regarding event sanctioning and the associated packages, please reach out to the OC Events Team at [events.team@ontariocycling.org](mailto:events.team@ontariocycling.org).

### **Below are the fees included within each sanctioned event:**

#### **1. Event Permit**

The Event Organizer will be required to submit an Event Permit Application as part of the sanctioning process. The Event Permit fee is built into the upfront cost organizers will be billed according to their respective sanction package upon approval of paperwork. If an event must be cancelled, the portion of the upfront cost for the permit fees 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 OC. The Insurance Certificate Fee is built into the upfront cost organizers will be billed according to their sanctioning package. Fees for the event must be paid prior to the event day and non-member insurance costs (if applicable) based on participation numbers following the event will be reconciled.

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's office. Commercial Event insurance forms can be found on the Ontario Cycling 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 registrant over the amount of rider levies included in the organizers respective sanctioning package (DNS and DNF included) must be reconciled with OC. Levies are based on published start lists for races and registered entrants for all other events. Organizers are expected to follow up with OC post-event, providing final registrant numbers 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 (not available onsite) at a cost of:


- \$10.00 for Adults (18+)
- \$5.00 for Youth (U18)

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

Please note that OC Non-Member permits are only allowed for specific categories at specific events. Please review the Appendices for more information regarding non-member permit allowance.

## Event Sanction Chart

Event Type	Sanction Details		
	Category Structure	Ontario Cup/Category Upgrade Criteria	OC Non-Member Permit
<b>Weekly Series</b>	Beginner, Sportif, Open	N/A	Please contact OC Office for Eligibility
<b>General Series</b>	Beginner, Sportif, Open	N/A	
<b>Cycle For All and Regional Events</b>	Any structure (ability-based, age-based, distance-based)	N/A	
<b>Ontario Cup Race</b>	Ability-based	Yes	Yes
<b>Provincial Championship</b>	Age-based as per National Champs	No	No
<b>National Race</b>	According to CC stipulations and sanctioning	N/A	No

\*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 are recommended 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 at 11:59pm prior to the event 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.

For those events not using CCN as their registration system, please ensure that the registration list sent to the OC Events Team has at minimum the following fields: First Name, Last Name, Date of Birth, Email Address.

## 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.
- 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 2024 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

**For Ontario Cup and Provincial Championship events ONLY** - Series registration for OCup Road events has been created, giving riders the opportunity to register for all OCup series events at one-time for a reduced rate over registering for each event individually (series registration will not include registration for Provincials). Registration for all OCup and Provincial Championship events close on Tuesdays of race week at 12 noon, and if a rider misses the Tuesday deadline they have until Wednesday at 5pm to contact the OC office to be let into the race for an additional \$50 fee.

### 3. **Membership Requirements**

For all 2024 Events, registration will be open to Non-Members (specific categories only, not applicable to Provincial Championships), 2024 Ontario Community, Challenge or Compete Membership or 2024 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.

Road Categories will move to the ability-based system for the 2024 Road Season.

<b>New 2024 Category</b>	<b>Type</b>	<b>Gender</b>
Cat A	Ability-based	All inclusive
Cat B	Ability-based	All inclusive
Cat C	Ability-based	All inclusive
Cat D	Ability-based	All inclusive
Cat A Women	Ability-based	Women
Cat B Women	Ability-based	Women
Master Women	Age-based, 40+	Women
Master Men/Open	Age-based, 50+	All Inclusive

Please view Appendix A for more information.

**In addition, organizers may have the option to offer OC 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 Ontario Cycling. 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. For more information on timers, please contact the office.

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 are recommended to have a covered, raised finish platform located at the finish line for the Finish Judge.

## **4. 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 OC Non-Member Permit 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 policies & regulations. 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. It is recommended that organizers contact any local residents and/or companies, in order to advise of the upcoming event.

### **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.

## **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 Cups, Youth Road Development Series and Provincial Championship events. The radios have multiple channels and should be distributed accordingly. Handheld radios should be assigned to OC staff, Technical Delegate, all assigned Commissaires, First Aid and the 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.

### **3. Land Acknowledgement**

Ontario Cycling recommends that event organizers acknowledge the land on which their event will be taking place. Making this acknowledgement in the technical guide for the event (if applicable) and when speaking to all riders prior to the start of the event. For information on how to acknowledge a territory in a respectful and thoughtful manner, visit the government of Canada's website [here](#). For help identifying what Indigenous nations may have resided on the land your event will be taking place on, visit Native Land's digital map [here](#) (not representative of official or legal boundaries). To learn about definitive boundaries, always contact the nations in question.

## **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 [2024 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.

If neither Odyssey Medical nor other approved First Aid Medical service is being used. All individual's acting as medical personnel at a sanctioned event are required to have an active Emergency First Responder Certification through a recognized agency (i.e., St. John's Ambulance or Red Cross) at minimum. Providing OC with a copy of the individual's certification no later than 30 days from the event date.

The number of riders attending an event will impact the number of medical personnel required to have sufficient first aid response. OC recommends that organizers have the following number of medical personnel for the respective number of riders at an event:

- 0 to 100 riders – 1 medical personnel + EAP Coordinator
- 101 to 300 riders – 2 medical personnel + EAP Coordinator
- 301 to 600 riders – 3 medical personnel + EAP Coordinator
- 601 to 1,000 riders – 4 medical personnel + EAP Coordinator
- Greater than 1,000 riders – 5 or more medical personnel + EAP Coordinator

Medical personnel should think about bringing the following first aid supplies with them when preparing for an event – access to a tourniquet, sling, gauze, bandages, gloves, sterile wipes/antiseptic wound cleaner, ice for treating heat stroke, cell phone or other device to contact 911, and be always in radio communication with the EAP Coordinator/ Event Organizer.

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. Please note that ALL incidents that involve accidents and/or injuries, must be recorded and shared with Ontario Cycling after the event for insurance and auditing purposes.

### 3. **Rowan’s Law**

Ontario’s Rowan’s Law is in effect at all OC sanctioned events in the Province of Ontario. For more information on Rowan’s Law and the responsibilities of organizers and participants, please visit <https://www.ontario.ca/page/rowans-law-concussion-safety> . Organizers should be aware of all requirements under the legislation include having athletes under 26 having signed 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.***

### 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 Weather Policy](#)



## **GENERAL GUIDELINES: WEEKLY SERIES & CYCLE FOR ALL EVENTS**

### **CATEGORIES & LICENSING REQUIREMENTS**

Please review Appendices for all categories and licensing for Weekly Series/Cycle for All Events.

### **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. This is imperative not just for the safety of the riders, but also for building trust and relationships within the communities that we host our events in.

### **2024 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 the event budget.***

## APPENDICES

### Appendix A – Event Sanctioning Fee Chart

All sanctioned events will be subject to the fees according to their respective sanction package. Sanctioning packages can be found on the resources page of the OC website [here](#). Packages are broken down into four major groups depending on what type of event the organizer is planning to host – (1) OC Members Only Events, (2) Non-Member Events, (3) Events with their own Insurance, and (4) Charity Events. Sanctioning fees will fluctuate depending on the number of participants, number of non-members participating, and if the event is using OC insurance coverage.

If there are any questions regarding event sanctioning and the associated packages, please reach out to the OC Events Team at [events.team@ontariocycling.org](mailto:events.team@ontariocycling.org).

## Appendix B – Category Descriptions

New Category	Type	Gender
Cat A	Ability-based	All Inclusive
Cat B	Ability-based	All Inclusive
Cat C	Ability-based	All Inclusive
Cat D	Ability-based	All Inclusive
Cat A Women	Ability-based	Women
Cat B Women	Ability-based	Women
Master Women	Age-based, 40+	Women
Master Men/Open	Age-based, 50+	All Inclusive

### Category Equivalency Chart

2023 Category		2024 Recommended Category
Elite 3 Women	→	Cat B Women
Elite ½ Women	→	Cat A Women
Master A Women	→	Cat A Women / Cat B Women / Master Women (40+ only)
Master B Women	→	Master Women (40+ only) / Cat B Women
Elite 4 Men	→	Cat C / D
Elite 3 Men	→	Cat B / C
Elite ½ Men	→	Cat A
Master 3 Men	→	Cat C / D / Master Men/Open (50+ only)
Master 2 Men	→	Cat B / C / Master Men/Open (50+ only)
Master 1 Men	→	Cat A / B / Master Men/Open (50+ only)

## Appendix C – Road Race Membership Structure and Schedule

### Road Races – Weekly Series/Cycle for All Membership Structure

Category	Age Range	OC Non-Member Permit	*COMMUNITY Membership	CHALLENGE Membership	COMPETE Membership	UCI License
*Para (Handcycle & Trike)	15+	X	X	X	X	X
*Para (Tandem and "C" Class)	15+	X	X	X	X	X
Cat A	15+	X	X	X	X	X
Cat B	15+	X	X	X	X	X
Cat C	15+	X	X	X	X	X
Cat D	15+	X	X	X	X	X
Cat A (Women)	15+	X	X	X	X	X
Cat B (Women)	15+	X	X	X	X	X
Master Women	40+	X	X	X	X	X
Master Men/Open	50+	X	X	X	X	X

\*\$5 million liability only and no sport accident coverage

**Road Races – Regional Membership Structure**

Category	Age Range	OC Non-Member Permit	CHALLENGE Membership	COMPETE Membership	UCI License
*Para (Handcycle & Trike)	15+	X	X	X	X
*Para (Tandem and "C" Class)	15+	X	X	X	X
Cat A	15+	X	X	X	X
Cat B	15+	X	X	X	X
Cat C	15+	X	X	X	X
Cat D	15+	X	X	X	X
Cat A (Women)	15+	X	X	X	X
Cat B (Women)	15+	X	X	X	X
Master Women	40+	X	X	X	X
Master Men/Open	50+	X	X	X	X

**Road Races – OCup Membership Structure**

Category	Age Range	OC Non-Member Permit	CHALLENGE Membership	COMPETE Membership	UCI License
*Para (Handcycle & Trike)	15+	X	X	X	X
*Para (Tandem and "C" Class)	15+	X	X	X	X
Cat A	15+			X	X
Cat B	15+			X	X
Cat C	15+	X	X	X	X
Cat D	15+	X	X	X	X
Cat A (Women)	15+			X	X
Cat B (Women)	15+	X	X	X	X
Master Women	40+	X	X	X	X
Master Men/Open	50+	X	X	X	X

**Road Races - Regional and OCup Schedule**

Regional and OCup - Road Races					
Category	Age Range	Distance	Entry Fee Cap	Start Wave	Start Time
*Para (Handcycle & Trike)	15+	35 - 45 min	\$90.00 + Fees	TBC	TBC
*Para (Tandem and "C" Class)	15+	35 - 45 min		TBC	TBC
Cat C	15+	60 - 80 km		A	8:30 AM
Master Men/Open	50+	60 - 80 km		A	8:32 AM
Cat D	15+	40 - 60 km		A	8:34 AM
Cat A (Women)	15+	80 - 100 km		B	11:00 AM
Cat B (Women)	15+	60 - 80 km		B	11:02 AM
Master Women	40+	60 - 80 km		B	11:02 AM
Cat A	15+	110 - 130 km		C	1:30 PM
Cat B	15+	80 - 100 km		C	1:32 PM
+ Fees refers to HST and online CCN administrative fees					

\*Para categories may or may not take place at the event, at the discretion of the Organizing Committee

**Road Races – Provincial Membership Requirements**

Category	Age Range	CHALLENGE Membership	COMPETE Membership	UCI License
<b>*Para (Handcycle &amp; Trike)</b>	15+		X	X
<b>*Para (Tandem and "C" Class)</b>	15+		X	X
<b>U19 Women</b>	15-18		X	X
<b>U23 Women</b>	19-22		X	X
<b>**Elite Women</b>	23+		X	X
<b>Master A Women</b>	35-44		X	X
<b>Master B Women</b>	45-54		X	X
<b>Master C Women</b>	55-64		X	X
<b>Master D Women</b>	65+		X	X
<b>U19 Men</b>	15-18		X	X
<b>U23 Men</b>	19-22		X	X
<b>**Elite Men</b>	23+		X	X
<b>Master A Men/Open</b>	35-44		X	X
<b>Master B Men/Open</b>	45-54		X	X
<b>Master C Men/Open</b>	55-64		X	X
<b>Master D Men/Open</b>	65+		X	X
Cat C (Non-Championship)	15+	X	X	X
Cat D (Non-Championship)	15+	X	X	X
Cat B Women (Non-Championship)	15+	X	X	X

**Road Races - Provincial Schedule**

Provincial Road Race					
Category	Age Range	Distance	Entry Fee Cap	Start Wave	Start Time
<b>*Para (Handcycle &amp; Trike)</b>	15+	TBC	\$90. <sup>00</sup> + Fees	TBC	TBC
<b>*Para (Tandem and "C" Class)</b>	15+	TBC		TBC	TBC
Cat C (Non-Championship)	15+	60 – 80 km		A	8:00 AM
<b>Master A Women</b>	35-44	60 – 80 km		A	8:05 AM
<b>Master B Women</b>	45-54	60 – 80 km		A	8:05 AM
<b>Master C Women</b>	55+	60 – 80 km		A	8:05 AM
<b>Master D Women</b>	65+	60 – 80 km		A	8:05 AM
Cat B Women (Non-Championship)	15+	60 – 80 km		A	8:05 AM
Cat D (Non-Championship)	15+	60 – 80 km		A	8:10 AM
<b>Master C Men/Open</b>	55-64	60 – 80 km		B	10:25 AM
<b>Master D Men/Open</b>	65+	60 – 80 km		B	10:25 AM
<b>**Elite Women</b>	23+	80 -100 km		B	10:30 AM
<b>U23 Women</b>	19-22	80 - 100 km		B	10:30 AM
<b>U19 Women</b>	15-18	60 – 80 km		B	10:30 AM
<b>**Elite Men</b>	23+	140-160 km		C	1:20 PM
<b>U23 Men</b>	19-22	140-160 km		C	1:20 PM
<b>Master A Men/Open</b>	35-44	80 -100 km		C	1:25 PM
<b>Master B Men/Open</b>	45-54	80 -100 km		C	1:25 PM
<b>U19 Men</b>	15-18	100-120 km		C	1:30 PM

*\*Para categories may or may not take place at the event, at the discretion of the Organizing Committee*

*\*\*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.*



## Appendix D - Crit Race Membership Structure and Schedule

### Crit Races – Weekly Series/Cycle For All and Regional Membership Structure

Category	Age Range	CHALLENGE Membership	COMPETE Membership	UCI License
*Para (Handcycle & Trike)	15+	X	X	X
*Para (Tandem and "C" Class)	15+	X	X	X
Cat A	15+	X	X	X
Cat B	15+	X	X	X
Cat C	15+	X	X	X
Cat D	15+	X	X	X
Cat A (Women)	15+	X	X	X
Cat B (Women)	15+	X	X	X
Master Men/Open	50+	X	X	X
Master Women	40+	X	X	X

### Crit Races - OCup Membership Requirements

Category	Age Range	CHALLENGE Membership	COMPETE Membership	UCI License
*Para (Handcycle & Trike)	15+	X	X	X
*Para (Tandem and "C" Class)	15+	X	X	X
Cat A	15+		X	X
Cat B	15+		X	X
Cat C	15+	X	X	X
Cat D	15+	X	X	X
Cat A (Women)	15+		X	X
Cat B (Women)	15+	X	X	X
Master Men/Open	50+	X	X	X
Master Women	40+	X	X	X

**Crit Races - Regional and OCup Schedule**

Regional and OCup - Criteriums					
Category	Age Range	Suggested Time	Entry Fee Cap	Start Wave	Start Time
*Para (Handcycle & Trike)	15+	TBC	\$90.00 + Fees	TBC	TBC
*Para (Tandem and "C" Class)	15+	TBC		TBC	TBC
Cat C	15+	50 min		A	8:30am
Cat D	15+	50 min		A	8:30am
Master Men/Open	50+	50 min		B	9:30am
Cat B	15+	60 min		B	9:30am
Master Women	40+	60 min		C	10:30am
Cat A (Women)	15+	60 min		C	10:30am
Cat B (Women)	15+	60 min		C	10:30am
Cat A	15+	75 min		D	12:00pm
+ Fees refers to HST and online CCN administrative fees					

\*Para categories may or may not take place at the event, at the discretion of the Organizing Committee

### Crit Races – Provincial Membership Requirements

Categories	Age Range	COMPETE Membership	UCI Licenses
<b>Para (Handcycle &amp; Trike)</b>	15+	X	X
<b>Para (Tandem and "C" Class)</b>	15+	X	X
<b>U19 Men</b>	15-18	X	X
<b>U23 Men</b>	19-22	X	X
<b>Master A Men/Open</b>	35-44	X	X
<b>Master B Men/Open</b>	45-54	X	X
<b>Master C Men/Open</b>	55-64	X	X
<b>Master D Men/Open</b>	65+	X	X
<b>Elite Men</b>	23+	X	X
<b>U19 Women</b>	15-18	X	X
<b>U23 Women</b>	19-22	X	X
<b>Master A Women</b>	35-44	X	X
<b>Master B Women</b>	45-54	X	X
<b>Master C Women</b>	55+	X	X
<b>Elite Women</b>	23+	X	X

**Crit Races - Provincial Schedule**

Provincial Crit Race					
Championship Category	Age Range	Suggested Time	Entry Fee Cap	Start Wave	Start Time
<b>*Para (Handcycle &amp; Trike)</b>	15+	TBC	\$90.00 + Fees	TBC	TBC
<b>*Para (Tandem and "C" Class)</b>	15+	TBC		TBC	TBC
<b>Master C Men/Open</b>	55-64	50 min		A	8:30 AM
<b>Master D Men/Open</b>	65+	50 min		A	8:30 AM
<b>U19 Men</b>	15-18	75 min		B	9:30 AM
<b>**Elite Women</b>	23+	60 min		C	11:00 AM
<b>U23 Women</b>	19-22	60 min		C	11:00 AM
<b>U19 Women</b>	15-18	60 min		C	11:00 AM
<b>Master A Women</b>	35-44	60 min		C	11:00 AM
<b>Master B Women</b>	45-54	60 min		C	11:00 AM
<b>Master C Women</b>	55+	60 min		C	11:00 AM
<b>Master A Men/Open</b>	35-44	60 min		D	12:30 PM
<b>Master B Men/Open</b>	45-54	60 min		D	12:30 PM
<b>**Elite Men</b>	23+	75 min		E	2:00 PM
<b>U23 Men</b>	19-22	75 min		E	2:00 PM

\*Para categories may or may not take place at the event, at the discretion of the Organizing Committee

\*\*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.



Aligning with Cycling Canada and the UCI, Junior and U17 (as these categories are sometimes combined) categories no longer have gear restrictions at Road events. However, gear restrictions will be kept in place for the Youth Road Development Series.

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 championship 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.

## Appendix E – Time Trial Membership Structure and Schedule

### Time Trial Races – Weekly Series Membership Requirements

Category	Age Range	OC Non-Member Permits	*COMMUNITY Membership	CHALLENGE Membership	COMPETE Membership	UCI Licenses
Para	15+	X	X	X	X	X
U17 Men	15-16	X	X	X	X	X
U19 Men	17-18	X	X	X	X	X
U23 Men	19-22	X	X	X	X	X
Master A Men/Open	35-44	X	X	X	X	X
Master B Men/Open	45-54	X	X	X	X	X
Master C Men/Open	55-64	X	X	X	X	X
Master D Men/Open	65+	X	X	X	X	X
Elite Men	23+	X	X	X	X	X
U17 Women	15-16	X	X	X	X	X
U19 Women	17-18	X	X	X	X	X
U23 Women	19-22	X	X	X	X	X
Master A Women	35-44	X	X	X	X	X
Master B Women	45-54	X	X	X	X	X
Master C Women	55-64	X	X	X	X	X
Master D Women	65+	X	X	X	X	X
Elite Women	23+	X	X	X	X	X
15 KM Sportif	15+	X	X	X	X	X
30 KM Sportif	15+	X	X	X	X	X
40 KM Sportif	15+	X	X	X	X	X
Eddy Merckx	15+	X	X	X	X	X

\*\$5 million liability only and no sport accident coverage

**Time Trial Races – Regional Membership Requirements**

Category	Age Range	OC Non-Member Permits	CHALLENGE Membership	COMPETE Membership	UCI Licenses
Para	15+	X	X	X	X
U17 Men	15-16	X	X	X	X
U19 Men	17-18	X	X	X	X
U23 Men	19-22	X	X	X	X
Master A Men/Open	35-44	X	X	X	X
Master B Men/Open	45-54	X	X	X	X
Master C Men/Open	55-64	X	X	X	X
Master D Men/Open	65+	X	X	X	X
Elite Men	23+	X	X	X	X
U17 Women	15-16	X	X	X	X
U19 Women	17-18	X	X	X	X
U23 Women	19-22	X	X	X	X
Master A Women	35-44	X	X	X	X
Master B Women	45-54	X	X	X	X
Master C Women	55-64	X	X	X	X
Master D Women	65+	X	X	X	X
Elite Women	23+	X	X	X	X
15 KM Sportif	15+	X	X	X	X
30 KM Sportif	15+	X	X	X	X
40 KM Sportif	15+	X	X	X	X
Eddy Merckx	15+	X	X	X	X



**Time Trial Races – OCup Membership Requirements**

OCup Membership Requirements							
Category	Age Range	OC Non-Member Permits	CHALLENGE Membership	COMPETE Membership			UCI Licenses
Para	15+	X	X	X			X
U17 Men	15-16	X	X	X			X
U19 Men	17-18	X	X	X			X
U23 Men	19-22	X	X	X			X
Master A Men/Open	35-44	X	X	X			X
Master B Men/Open	45-54	X	X	X			X
Master C Men/Open	55-64	X	X	X			X
Master D Men/Open	65+	X	X	X			X
Elite Men	23+	X	X	X			X
U17 Women	15-16	X	X	X			X
U19 Women	17-18	X	X	X			X
U23 Women	19-22	X	X	X			X
Master A Women	35-44	X	X	X			X
Master B Women	45-54	X	X	X			X
Master C Women	55-64	X	X	X			X
Master D Women	65+	X	X	X			X
Elite Women	23+	X	X	X			X
15 KM Sportif	for those who do not meet the bike check requirements or do not wish to race the championship category			X	X	X	X
30 KM Sportif				X	X	X	X
40 KM Sportif				X	X	X	X
Eddy Merckx	(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.			X	X	X	X

**Time Trial Races – Provincial Membership Requirements**

Provincial Membership Requirements				
Championship Category	Age Range	COMPETE Membership	UCI Licenses	
Para	15+	X	X	
U17 Men	15-16	X	X	
U19 Men	17-18	X	X	
U23 Men	19-22	X	X	
Master A Men/Open	35-44	X	X	
Master B Men/Open	45-54	X	X	
Master C Men/Open	55-64	X	X	
Master D Men/Open	65+	X	X	
Elite Men	23+	X	X	
U17 Women	15-16	X	X	
U19 Women	17-18	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	
Provincial Non-Championship Categories	Age Range	CHALLENGE Membership	COMPETE Membership	UCI Licenses
15 KM Sportif	for those who do not meet the bike check requirements or do not wish to race the championship category	X	X	X
30 KM Sportif		X	X	X
40 KM Sportif		X	X	X
Eddy Merckx	(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.	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 championship 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.

Aligning with Cycling Canada and the UCI, Junior and U17 (as these categories are sometimes combined) categories no longer have gear restrictions at Road events. However, gear restrictions will be kept in place for the Youth Road Development Series.

**Time Trial Races – Regional, OCup, and Provincial Schedule**

<b>Provincials/Age-Based Event Time Trial</b>			
<b>Category</b>	<b>Age Range</b>	<b>Recommended Distance</b>	<b>Entry Fee Cap</b>
<b>*Para (Handcycling / Trike)</b>	15+	15 KM	\$90.00 + Fees
<b>*Para (Tandem / "C" Class)</b>	15+	30 KM	
<b>Master A Women</b>	35-44	30 KM	
<b>Master B Women</b>	45-54	30 KM	
<b>Master C Women</b>	55-64	30 KM	
<b>Master D Women</b>	65+	30 KM	
<b>Elite Women</b>	23+	30 KM	
<b>U17 Women</b>	15-16	15 KM	
<b>U19 Women</b>	17-18	30 KM	
<b>U23 Women</b>	19-22	30 KM	
<b>Master A Men/Open</b>	35-44	40 KM	
<b>Master B Men/Open</b>	45-54	40 KM	
<b>Master C Men/Open</b>	55-64	30 KM	
<b>Master D Men/Open</b>	65+	30 KM	
<b>Elite Men</b>	23+	40 KM	
<b>U17 Men</b>	15-16	15 KM	
<b>U19 Men</b>	17-18	40 KM	
<b>U23 Men</b>	19-22	40 KM	
<b>Other Categories</b>		<b>Recommended Distance</b>	
15 KM Sportif	for those who do not meet the bike check requirements or do not wish to race the championship category	15 KM	\$60.00 + Fees
30 KM Sportif		30 KM	
40 KM Sportif		40 KM	
Eddy Merckx	(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.	30 KM	\$60.00 + Fees

*\*Para categories may or may not take place at the event, at the discretion of the Organizing Committee*



Aligning with Cycling Canada and the UCI, Junior and U17 (as these categories are sometimes combined) categories no longer have gear restrictions at Road events. However, gear restrictions will be kept in place for the Youth Road Development Series.

**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. It is strongly encouraged to work with the local municipalities to address potholes or other infrastructure issues with the roads. 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 their 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 all 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 F – Road OCup 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 <sup>st</sup> Place	25 Points
2 <sup>nd</sup> Place	20 Points
3 <sup>rd</sup> Place	16 Points
4 <sup>th</sup> Place	13 Points
5 <sup>th</sup> Place	11 Points
6 <sup>th</sup> Place	10 Points
7 <sup>th</sup> Place	9 Points
8 <sup>th</sup> Place	8 Points

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

In 2024, riders riding at Regional or Ontario Cup events are eligible to self-seed into the category they feel best matches their racing ability. If a rider decides that a race category is too difficult (or subsequently not difficult enough), they will be able to downgrade or upgrade at their discretion.

As a [True Sport](#) organization, Ontario Cycling continues to believe in the True Sport Principles. To this effect, OC reserves the right to move riders into a more suitable category that matches their abilities to ensure the principles of PLAY FAIR, RESPECT OTHERS and KEEP IT FUN are preserved.

Riders who are under the racing age of 15 (that is turning 15 by Dec. 31, 2024) may only be considered for an upgrade to participate in Ontario Cup categories if deemed to be an exceptional circumstance.

Please refer to the Youth Upgrade Policy posted on the OC website for more information on "Exceptional Circumstances."

## **Appendix G – Youth Road Events**

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. It is instead, 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 2024 Youth Road Development Series events, registration will be open to both 2024 UCI Race License and 2024 Challenge or Compete license between 8 and 18 years of age as of December 31<sup>st</sup>, 2024.

In addition, organizers of Ontario Youth Road Development Series events will have the option to offer OC Non-Member permits as part of their event should they choose. This must be done via online registration only. Please note that for Youth Crit racing, Non-Member Permits will not be allowed and youth riders will be required to know how to ride in a pack. 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.

## **Tony Osbourne Memorial Youth Fund**

OC recognizes that the landscape of youth cycling has changed in recent years and that the challenges facing clubs and event organizers who are focused on providing youth development continues to grow. The Tony Osbourne Fund was developed to focus on providing support to those groups who provide these opportunities for youth (18 years and younger) within all cycling disciplines. Youth events may apply for a subsidy that can be utilized for operational costs like medals, timing, police, barricades etc. which will enhance the quality of the event or provide for a more robust event. For more information, please visit [Tony Osbourne Memorial Youth Fund](#)

## **Youth Format**

A 2024 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 always moving forwards.
- 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 a 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	OC Non-Member Permit	CHALLENGE Race License	COMPETE Race License	UCI License
A Grade		X	X	X
B Grade		X	X	X
C Grade		X	X	X
D Grade		X	X	X
E Grade		X	X	X
Try-it	X	X	X	X

### 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"> <li>U19 Female – finishing in the Ontario Cup Series</li> <li>U19 Male – finishing in the Ontario Cup Series</li> <li>U17 Male – top 5 in the YRDS</li> </ul>	<ul style="list-style-type: none"> <li>Be able to hold a minimum of 38km/hr for 5km</li> </ul>	30-36 KM	4-5 KM
B Grade	7.12m	<ul style="list-style-type: none"> <li>U19 Female – top 5 in the YRDS</li> <li>U19 Female – mid pack in the Ontario Cup Series</li> <li>U17 Female – top 5 in the YRDS</li> <li>U17 Male – finishing in the pack</li> <li>U15 Male – top 5 in the YRDS</li> <li><b>New U19 Males</b></li> </ul>	<ul style="list-style-type: none"> <li>Be able to hold a minimum of 28-34km/hr for 5km</li> </ul>	25-30 KM	4-5 KM
C Grade	7.12m	<ul style="list-style-type: none"> <li>U17 Female – finishing in the pack</li> <li>U15 Female – top 5 in the YRDS</li> <li>U15 Male – finishing in the pack</li> <li>U13 Male – top 5 in the YRDS</li> <li><b>New U19 Females + New U17 Males</b></li> </ul>	<ul style="list-style-type: none"> <li>Be able to hold a minimum of 32km/hr for 3km</li> </ul>	22-25 KM	2-3 KM
D Grade	7.12m	<ul style="list-style-type: none"> <li>U13 – finishing in the pack</li> <li>U11 – top 5 in the YRDS</li> <li><b>New U17 and U15 Females + New U15 Males</b></li> </ul>	<ul style="list-style-type: none"> <li>Be able to hold a minimum of 30km/hr for 3km</li> </ul>	15-22 KM	2-3 KM
E Grade	7.12m	<ul style="list-style-type: none"> <li>U11 &amp; U13 athletes who consistently finish in the YRDS</li> <li><b>New U13 &amp; U11 Athletes</b></li> </ul>	<ul style="list-style-type: none"> <li>Be able to hold a minimum of 25km/hr for 2km</li> </ul>	12-16 KM	1-2 KM
Try-it	None	<ul style="list-style-type: none"> <li>New to cycling as a competitive sport</li> </ul>	<ul style="list-style-type: none"> <li>Be able to ride a bike</li> </ul>	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. It is strongly encouraged that organizers offer an opportunity for commissaire mentorship at their event. If you are interested, please contact the OC office for more information.

## **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. Please work with the local municipality to address any serious defects on the road which may cause injury. 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.