



Criterion Road Race Guidelines

All Levels of Events

Organizers

All race organizers must be licensed members of the OCA. Organizers are required to have completed commissaire training.

Insurance

Any level of event that intends to sell one-day permits is required to submit a request for commercial event insurance, which can be found on the OCA's website. The organizer will pay the premium for the event prior to event day. Average insurance on a commercial event in past years has been around \$350. It is permitted for organizers to find their own insurance for an event, as long as there is \$5 million coverage and it is approved by our insurance broker. This insurance must list the OCA and the CCA as additional insured.

Levies

Unless otherwise stated, a fee of \$3 per event participant must be paid to the OCA.

Signage

Event site must have adequate signage. This includes registration, facilities, and course signage. Marketing signage must show that the event is sanctioned by the OCA.

Course Design

Courses 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. An ambulance must be able to access any part of the course. Corners must be swept.

Communication

A public address system is required for all Regional, Ontario Cup and Provincial events and recommended for Citizen and Weekly Series. Used for race announcements and for awards ceremony.

Toilets

Toilets must be available in quantities appropriate to the number of participants. Consideration must be given to providing nearby access to toilets by officials at the finish line.

Citizen / Weekly Series

Tech Guide

Although events at this level do not require a detailed tech guide it is recommended that **one be** prepared for the event. In all cases organizers should be prepared to provide further details as requested by the OCA. **Reduced documentation requirements and simplified structure are not to be confused with standard risk management requirements for the event.**

Categories

All sanctioned events at this level must always run the lowest ability race. For example, you cannot run an open race without also running a sport & beginner race at your event/series. Categories **cannot** be further divided into age or ability based groupings without prior consent of the OCA Events Committee.

Beginner - Male/Female
Sport – Male/Female
Open – Male/Female

Distances

Distances shall not exceed Ontario Cup race distances (see chart below).

Results

Full results are encouraged however organizers are only required to provide the top 3 for each category. Organizer is responsible for timing, judging and results.

Officials

At least one official is required for citizen events. Officials are paid by the organizer. Organizers supplying their own qualified licenced officials may be able to reduce the number of assigned to them.

Weekly series events are required to provide a licenced official or person who has successfully completed the Provincial 'C' commissaire course.

First Aid

In addition to first aid coverage outlined in a fully completed E.A.P. form, an on-site first aid person with a minimum of St John's or Red Cross Standard First Aid qualifications must be provided. First Aid person must be readily identifiable at the event. Organizers are responsible for timely completion of Accident Reports. All Reports **must** be submitted to the OCA by the organizers within 72 hours.

Regional / Ontario Cup / Provincial Championship Events

Tech Guide

Tech Guide must be submitted for approval and reviewed by the OCA and chief commissaire 60 days before event date and published a minimum of 45 days before event date. Tech Guide shall include the following:

- Category race info (start time, distance, number of laps)
- Registration info (where, how much, pre registration vs. day of, registration table location, closing times)
- Course map to scale
- Wheel pit location and garbage toss zones
- Directions to race location and parking location and rules
- Rest facility locations
- Safety and emergency plans
- Directions to the nearest hospital(s)
- Race rules and regulations
- Course rules (bib placement, pre riding)
- Prize list and protocol
- Accommodations

To be submitted in addition to the Tech Guide:

- Drawing of the start finish area
- Marshal plan and location map
- Podium location

Registration

- Registration table must be located within 250 meters of start line.
- All licenses must be checked, and riders whose licenses do not conform to standards (signed and photo included) should be denied entry.
- Riders must only race in the category indicated on their licence
- One-day permits **MUST** be sold for applicable categories.
- Recommended entry fees are shown in the 2010 Ontario Cup Road Overview.
- All regional level and Ontario Cup races will offer pre-registration through the OCA's registration system.
- Day of registration and rider sign-in closes at least 30 minutes before race start. Start lists should be ready and delivered to Chief Commissaire at least 15 minutes prior to start time.
- Prize list must be posted at Registration.

First Aid

In addition to first aid coverage outlined in a fully completed E.A.P. form, an on-site first aid person with a minimum of St John's or Red Cross Standard First Aid qualifications must be provided. First Aid person must be readily identifiable at the event. Organizers are responsible for timely completion of Accident Reports. All Reports **must** be submitted to the OCA by the organizers within 72 hours.

Course Design

- Course should be a minimum of 1km, maximum of 4km in distance, and follow a general rectangular format.
- Course should contain at least two corners of 90 degrees or greater.
- Corners shall be swept.
- Roads must be entirely closed from traffic, and entire course should be barricaded unless organizer can demonstrate why given sections do not need to be (no traffic, natural barriers, etc). Course pit should be location within view of finish line.
- Appropriate precautions to keep spectators off of the course and physical protection in the start finish area. Barricades shall be interconnected.
- There should be at least one marshaled pedestrian crossing for every 500 m of course (not within 150m of the start/finish).
- Organizer must provide a lap board for each group within a start wave.

Officials

A minimum of 3 officials are required for regional, Ontario Cup and Provincial Championship criteriums. Officials are paid by the organizer. Organizers supplying their own qualified licenced officials may be able to reduce the number assigned to them. Organizers are responsible for overnight accommodation where applicable.

Distance

Race distances for each category are shown in the chart below. If organizer wished to run a race that is more than 10% longer or shorter than recommended race distances, this will need to be approved by the OCA Events Committee. With approval from the committee, an organizer may be able to shorten early season or late season events by up to 25%.

Race Caravan

Course length and category mix will dictate configuration of race caravan (if any). A lead vehicle and official's vehicle for each group may be required. Drivers shall be provided for each vehicle and shall be available for a pre-race briefing a minimum of 30 minutes prior to the event start.

Race caravan vehicles are to be staged in position a minimum of 30 minutes prior to event start.

Results

Full results are encouraged however organizers are only required to provide the top 15 for each category. An OCA approved timer must be used for the event. The organizer will be responsible for paying the timing costs.

Provincial Championships

Provincial medals are only awarded to those who reside in Ontario, and are licensed riders. Provincial Championship results will not count towards the Ontario Cup Series. Provincial Championships will be run utilizing UCI age-based categories. A traditional podium must be used for the awards ceremony. The OCA banner (or another approved backdrop) must be positioned behind the podium. Photographs must be taken on the top 3 places in all medal categories

Communication

The OCA shall provide on a best efforts basis, appropriately licensed, 2 way VHF radios for race management at Ontario Cups and Provincial Championships. The radios have multiple channels and will be distributed as follows. Handheld radios for OCA staff and or technical delegate, Chief race officials and primary race organizer. A base station will be supplied for the start finish area and a maximum of 3 in car radios are available. The organizer shall provide assistance in placing the radios and antennas in the commissaire vehicles and returning them at the end of the race. Organizers are responsible for other radio requirements at the event i.e. race operations of the organizer. A frequency chart is available on request.

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

Note: The organizer must be able to contact first aid at all times. The organizer must be available by radio or backup plan at all times and provide a knowledgeable volunteer at the start finish to answer race questions – they shall be clearly identifiable at all times.

Second Race Option at Regional Events Only

Organizers may offer this at their discretion but the below category second races must apply. Riders may elect to race in a second race on race day provided they first enter and participate in their normal category's race, and they register and pay the requisite entry fees. This second race option is available for the following categories:

- Master 1 can also race Elite (Senior) 1/2
- Master 3 can also race Master 2 (Only with a UCI license)
- Master 2 can also race the Master 1
- Elite (Senior) 3 (35+ years old) can also race Master 2
- Elite (Senior) 3 Women can also race with the Elite (Senior) 1/2 Women
- U17 Men can also race Elite (Senior) 4 / Master 3
- U19 Men can also race Elite (Senior) 3
- Elite (Senior) 1/2 Women can also race Master 2 (requests to race with Elite (Senior) 1/2 Men will be handled on a case by case basis depending on ability and experience of the rider making the request. Such requests must be made in writing the OCA Events Committee a minimum of one week prior to the event)

Categories and Distances

criteriums have a maximum pack size of 100 riders. Course length and design may require adjustments to the category mixes and start wave assignments provided in the tables below.

O-Cup/Regional Categories	Distance	Start Wave	Suggested Time
U17 Men	40km	A	50 minutes
Elite (Senior) 4 Men	40km	A	1 hour
Master 3 Men	40km	A	1 hour
U19 Women	40km	C	1 hour
U17 Women	40km	C	1 hour
Master A 30-39 Women	40km	C	50 minutes
Master B 40+ Women	40km	C	50 minutes
Elite (Senior) 3 Women	40km	C	50 minutes
Elite (Senior) 1/2 Women	40km	C	1 hour
Master 2 Men	40km	B	1 hour
Elite (Senior) 3 Men	40km	B	1 hour
U19 Men	40km	B	1 hour
Master 1 Men	40km	D	1 hour
Elite (Senior) 1/2 Men	60km	E	1.5 hour

Provincial Championship Categories	Distance	Start Wave	Suggested Time
U17 Men	40km	A	50 minutes
Master C Men	40km	A	1 hour
Master D Men	40km	A	1 hour
U19 Women	40km	C	1 hour
U17 Women	40km	C	1 hour
Master A 30-39 Women	40km	C	50 minutes
Master B 40+ Women	40km	C	50 minutes
Elite (Senior) Women	40km	C	1 hour
Master B Men	40km	B	1 hour
U19 Men	40km	B	1 hour
Master A Men	60km	D	1 hour
U23 Men	60km	E	1.5 hour
Elite (Senior) Men	60km	E	1.5 hour