



# XC Mountain Bike Racing and Organizer Manual

# What can I Expect at a typical Mountain Bike Race?

Mountain bike races vary according to the location where the race is hosted. You can expect a variety of surfaces, roots, hard pack, dirt, loose gravel, mud, sand, etc. The amount of climbing depends on the elevation available in the area and a course may include windy, tight single track, downhill, and wide-open sections. You will need to check your speed and bike handling skills depending on the sections. These are the aspects that make mountain biking fun and challenging.

## Race Day Arrival and Registration

The schedule for most races is similar; here is what you can expect:

- All racers must sign-in between 8:30 and 11:50 AM on the day of the race. Registration closes 60 minutes before the start of each race.
- If you have not pre-registered, please arrive no later than 11:30 AM to register.
- You must have your current licence with you at sign-in and present it to the commissaires.
- Due to insurance regulation, you may be turned away at registration without proof of a current licence.
- If you arrive late, there is no guarantee you will be allowed to start in the race. Permission to race may be granted by the commissaires or race organizer and they may exercise the right to penalize the racer at the start line.
- If you choose to register online please see the organizer race bible for pre-registration cut off.
- Most organizers will need you to pay by cash or cheque at races if you choose to register the day of the race.
- **All who have not pre-registered online MUST complete the appropriate Registration Form and Waiver for every race or race series they enter.**
- Remember helmet use is MANDATORY (this means on your head and fastened). You must wear your helmet at all times at MCA races, even during warm up/cool down and in the parking lot.

### Sample Race Day Schedule of Events:

- 8:30 Kids Pre-ride U7, U9,U11,U13 only (all other riders risk disqualification, please see organizers race bible for more details of a particular event)
- 10:00 event 1 U7 & U9
- 11:00 event 2 U11 & U13
- 12:00 – 12:45 Pre-ride U15 –Elite
- 12:50 staging
- 13:05 event 3 , Elite, Expert, Comp, Sport Youth/Senior, U17 & U15

- 15:00 results and awards

### **What will be provided...**

There will be washroom facilities on-site (often out houses). Cup races and Provincials must also provide snacks for racers after the race (but not always for spectators). Most races provide prizes after the race for most categories except Citizen. See Prizing for more details.

### **What you need to bring...**

- Your race licence
- Your MCA number plate – this will be given to you at your first race
- Tools, a pump, and spare inner tubes (if you don't have many tools don't hesitate to ask your fellow racer, they're often willing to lend you a hand). With this being said, you cannot borrow or lend tools during the race, as the race is considered a self-supported event.
- Water & nutrition for both the race and after
- Clean/dry clothes for after the race
- Bug-spray and sunscreen
- Extra cycling clothes if the weather changes
- A lawn chair is a good idea so you have a place to sit as you wait for your race to start
- A good attitude
- Food & drinks for your friends and family who are there to watch
- Zip Ties
- Eye protection (suggested)
- Proper cycling shoes (no sandals or open faced shoes)

### **Need help - just ask**

New racers sometimes find the pre-race time a little intimidating with the pre-race nerves. If you are not sure about something, feel free to ask fellow racers. Most are very friendly and willing to help.

## Rules

### **Racing Rules**

These are the general rules for racing in Manitoba. To see the full rules of racing, please visit the UCI (<http://www.uci.ch/>) CCA (<http://www.canadian-cycling.com/>) for full explanations.

1. Pre-riding may only be done during the designated times for your category.
2. Everyone riding on the course during the scheduled pre-ride/training times MUST have a current MCA general membership (or Race Licence). Non-members are not permitted to operate a bicycle on the course during scheduled event times.
3. All races must operate a bicycle with both front and rear working brakes.
4. All racers must wear an approved cycling helmet, with a current best before date.
5. Racers shall act with caution and respect and be responsible for accidents they may cause.

6. Races must present their licence at the registration table; technically the licence is to remain on your person throughout the race.
7. It is a racer's responsibility to know the race course and the number of required laps before race start.
8. A racer must act in a sporting manner and allow a faster rider to overtake her/him without obstructing.
9. If a rider exits a course for any reason, he/she must re-enter the course at the exact location of exit.
10. Music players and recording devices are not allowed during an event.
11. Sleeveless jerseys are not permitted.
12. You may only wear a jersey of a club which you currently belong to. Do not wear a pro team jersey, unless you are a member of the said team.
13. The current defending Manitoba Cup winner should wear their Cup Jersey at Cup races the following year; however it is not required.
14. Handlebars must have end caps and water bottle holders must be secured in the frame or seat-post.

## Event & Spectator Rules

Only registered racers are allowed on the course during the race. All spectators must remain on the sides of the course during the race. Spectators must not assist or interfere with racers in any way during the race. Please remember that the feed and technical zones are NOT intended for spectators and dogs should remain on a leash at ALL TIMES at race events.

## How long is my race?

**The course loop should be between 20-30 minute laps for an Elite rider to allow greater flexibility in adjusting the number of laps to adhere to the recommended time limits.** The Commissaires will enforce these times. Citizen will do one lap only. The Adult category system is monitored using a Points and Lap Time Criteria. We try to ensure that racers are racing at a level where they belong, while given time to develop fitness and bike handling skills. The Lap Time Criteria has been developed to ensure racers will be competitive at the next higher category, so just because a rider gets enough points, does NOT mean they will be moved up. They only move up, if they also meet the Lap Time Criteria.

Here is a list of average race times that the leader of the category can expect. The list shows minimum and maximum times that a racer can expect.

### Youth

<b>Category</b>	<b>Minimum</b>	<b>Maximum</b>
U17 Male	0:45	1:15
U17 Female	0:45	1:00
Under 15 Male	0:30	0:55
Under 15 Female	0:30	0:55
Under 13 Male/Female	0:20	0:45
Under 11 Male/Female	0:15	0:30

Under 9 Male/Female together	0:15	0:30
Under 7 Male/Female together	0:10	0:20

**Adult**

<b>Category</b>	<b>Minimum</b>	<b>Maximum</b>
Elite Men	1:30	1:45
Elite Women	1:30	1:45
Expert Men	1:15	1:30
Expert Women	1:10	1:30
Comp Men	1:15	1:30
Comp Women	1:00	1:15
Sport Senior Men	1:00	1:15
Sport Senior Women	0:45	1:00
Citizen Men	1 lap	1 lap
Citizen Women	1 lap	1 lap

## Racing Categories

### **This is my first race...which category should I choose?**

Finding the right category to race will make your race experience much more enjoyable. The trick is to not bite off more than you can chew or pick a category that is too easy.

#### **Adults**

Adults, 18 years of age and older, who have never raced before should start in the Citizen category. We ask that ALL first time adult racers do at least 1 race in Citizen to ensure they are able to compete and finish their first event. **The Citizen race licence is only \$70 for all first time racers.** Once you move up to the next category you will be required to pay the additional costs for a full race licence.

If you find your first race too easy, then for your next race you can move up to a Sport category. See the category descriptions on pages 6 and 7 for more details.

If you have raced in the past, but it has been a few years, please choose the Sport category until your skills and fitness allow you to move to a higher category.

#### **Youth**

Youth riders should all start in the age appropriate age level category. See the category descriptions for more details.

**If you are riding in a higher ability, you may request permission from the provincial coach to move up or down an ability. If the provincial coach agrees to the request, it will then be submitted to the Chief Commissaire and MTB Coordinator for final approval.** You will be given a new licence based on the new category, but you **MUST** race in the category that your licence currently signifies. See more in the category description section below.

Race day category changes are possible. Please see page 8.

## **Youth Categories**

These are the categories that are used in Manitoba Cup races and events except for the Provincial championships (see the Provincial Race Categories on page 8) for more information regarding this). The following age categories are used to group racers (the racer's age as of December 31 of that year):

- U19 Youth Sport male and female –ages 16-18
- U17 male and female – ages 15 and 16
- U15 male and female – ages 13 and 14
- U13 male and female – ages 11 and 12
- U11 male and female – ages 9 and 10
- U9 male and female – ages 7 and 8
- U7 male and female – ages 6 and under

## **Adults Categories**

There are male and female categories for each of these categories.

- **Citizen** – Citizen is intended as an entry level category to allow new racers to develop the skills and fitness to compete at a higher level. Once a rider is capable of competing at the Sport (or higher level), they will be contacted to move up to upgrade to the appropriate category. This evaluation is based on average lap times.
- **Sport** - Good fitness and bike handling skills.
  - Senior 19+
  - Youth U19 (15-18)
- **Comp** – High levels of fitness and bike handling skills. (The high level Sport riders).
- **Expert** – Very advanced fitness and handling skills.
- **Elite/Espoir** - Top level of athletes that compete at a national level.

## **Year-end Provincial Championship Categories**

Ability based race format. Similar to a cup race except bonus points are awarded. (see page 9)

### **Adult Categories**

#### **Male**

- Sport Senior

- Comp
- Expert
- Elite

#### **Female**

- Sport Senior
- Comp
- Expert
- Elite

#### **Youth Categories**

- U19 Youth Sport male and female –ages 16-18
- U17 male and female – ages 15 and 16
- U15 male and female – ages 13 and 14
- U13 male and female – ages 11 and 12
- U11 male and female – ages 9 and 10
- U9 male and female – ages 7 and 8
- U7 male and female – ages 6 and under

### **Seeding (Start line placement)**

Seeding is important for the safety of all riders. In preparation of the first mountain bike race of the season, the MTB coordinator and Chief Commissaire will pick pole positions on the previous seasons point schedule. As the season develops, the MTB coordinator will monitor and track cup points. These points will be used to decide pole positions throughout the season. Only top ten riders will be seeded from each category. Sport youth and Sport senior will be seeded together. Late entries to the race will be seeded at the back, you may still register day of and hold your pole position.

## Category Advancement Criteria

The Adult category system is monitored by using a Points and Lap Time Criteria. We try to ensure that racers are racing at a level where they belong, while given time to develop fitness and bike handling skills. The Lap Time Criteria has been developed to ensure racers will be competitive at the next higher category; riders that earn enough points to move up to the next category will not be moved up if their lap times show that they will not be competitive in that next level; they only move up if they also meet the Lap Time Criteria.

Points are based on the current points of the top 10 in each category getting points, starting with 1st getting 100, second -90, etc.

### **Men's Criteria**

- If there are less than 3 participants in the next higher category, your average lap times must be within 2 minutes of the winner.
- Competitive lap times must be within the top 70% of the “competitive” racers in the next higher category in those 3 races.

**250 Cup Points accumulated within the last 3 races, not counting DNF results.**

- Results will be tracked & carried over from season to season (to move up racers who do not participate on a regular basis).
- Manitoba Cup Points gained within the current season will be worth 70% in the next higher category if moved up during the same season.

## **Women's Criteria**

Due to the small number of racers in the Women's categories, the criteria to move up is based on earning more points.

### **270 Cup Points accumulated within the last 3 races, not counting DNF results.**

- Results will be tracked & carried over from season to season (to move up racers who do not participate on a regular basis). -Manitoba Cup Points gained within the current season will be worth 70% in the next higher category if moved up during the same season.
- Competitive lap times will be within the top 70% of the competitive racers in the next higher category in those 3 races. -If there are less than 3 participants in the next higher category, your average lap times must be within 2 minute of the winner.

Some racers may be moved up during the season. **You will be notified by the MCA that you are being upgraded and you will be giving either a new race licence as necessary.**

Riders who have been asked to move up, but refuse to make the move can contact the Mtb. committee and request they stay in the ability. This will be discussed and voted on by the committee.

## **How to request a change in categories**

The intention of the category system is to create better competition for ALL racers. Racers who feel they can no longer compete at their current level are encouraged to make a formal written request to move up or down a category. Lap times will be monitored to assess if racers have the ability or the need to move up or down. This will allow the racers to be more competitive in their ability category. The Mountain Bike Coordinator and Chief Commissaire reserve the right to make these changes based on the category advancement criteria

**To request a change to your category (either to move up or to move down), please email your request to the current MTB Coordinator to be reviewed by the MTB Committee.** Please include your previous three race results and a brief explanation of why you wish to change categories. Your request will be reviewed and if approved, the MCA office will issue you a new MCA licence.

**Race day requests** – If a rider wishes to change ability before a race, the MTB coordinator and Chief Commissaire can make a decision on the spot. This being said the Coordinator and Chief must be at the race. This will not always be the case. Please do your best to apply in writing and submit prior to the scheduled event.



## After the race

### Posting of Results

Results will be posted on the race organizers or MCA website within 48 hours of the end of the race, often earlier.

### Prizing

Race organizers will often supply prizes for the top performers in each category. Prizes can vary from cash to bike related prizes to gift certificates. The depth and type of prizing is dependent on the number of racers in a category and level of category being prized. If there are a large number of racers in a category the prizing can sometimes go 5 deep, if there are only a few racers it may only go one or two deep – it is dependent on the organizer. Because Citizen racers do not typically pay an entry fee for entering a race they may not receive prizes for their events – again this up to the organizer.

## Manitoba Cup Series Criteria

The Manitoba Cup is comprised of a series of 5 races in which points are awarded to the top ten finishers in each category. The winner in each category is determined by the highest accumulated points in the racers best 4 of 5 race results. A racer must start at least 3 races to be eligible for the overall.

**BONUS POINTS.** If a racer attends all 5 Cup races, 50 bonus points will be awarded at the end of the season. So that racer will get their 4 of 5 best results, PLUS 50 bonus points if they start all 5 races. So attending all 5 cup races is an advantage. The points are awarded by finish as follows:

1 <sup>st</sup> – 100 points	6 <sup>th</sup> – 50 points
2 <sup>nd</sup> – 90 points	7 <sup>th</sup> – 40 points
3 <sup>rd</sup> – 80 points	8 <sup>th</sup> – 30 points
4 <sup>th</sup> – 70 points	9 <sup>th</sup> – 20 points
5 <sup>th</sup> – 60 points	10 <sup>th</sup> – 10 points

Also, all racers who commissaire a cup race will receive their “average” points from other cup races within that season. So if a racer does 3 other cup races, averaging 65 points per race, that racer will receive 65 points for commissairing a cup race. Limited to 1 race per season.

### Eligibility

Athletes must be members of the MCA in good standing and must hold a valid MCA/CCA racing licence in order to be eligible for MB Cup points.

### Reviewing Results

It is the athlete’s responsibility to review the results as soon as they are posted on-site and to

immediately inform the Chief Commissaire for MTB events of any discrepancy in regards to results. Results will be posted on-site and athletes/coaches will have 15 minutes in which to lodge an appeal. After 15 minutes with no appeals the results become official and will be posted on the MCA website for the remainder of the calendar year.

#### **Tie-Breaker**

If two or more athletes receive the same time for a particular race the athletes will share the points allocated to that shared position. If two or more athletes receive the same amount of total points as calculated at the end of the season the athletes' times in the same races they competed in will be used to determine a final score for each athlete.

#### **Racers who move up a Category**

All points earned in a lower category during the season are carried forward and are worth 70% in the next higher category.

## Organizers Requirements

An organizer must be an individual who is a member of an MCA-affiliated club in good standing. The individual and/or the Club must display a proven ability to conduct a race to the requirements of the Manitoba Cup Series as defined in this document. They also should indicate they are an organizer on their MCA licence.

#### **Designation**

Cup races are designated by the MCA Mountain Bike Committee. The decision is based upon the race venue, the organizer's proven ability to meet requirements, and the date of the event. The event calendar, including Cup Series events, is confirmed by January 31st each year. An organizer wishing to submit a bid to host a MB Cup event must inform the MCA Mountain Bike Committee of this intention no later than January 1st.

#### **The Race Course**

A Manitoba Cup course must be at a venue that provides sufficient challenge to ALL categories of racers, with all sections of the course being rideable in all weather conditions. All Manitoba cup races range from U7 to adult so please keep in mind that the race course must meet the technical and proper distance/time requirements appropriate for all ages. A Manitoba MTB Cup Race must include U7 – elite

Please be advised that The course loop should be based on a lap distance of 3-5km (aiming for 20-30 min laps) for an Elite rider, to allow for optimum winning race times and allow greater flexibility in adjusting the number of laps to adhere to the recommended time limits. The Commissaires will enforce these times.

**The course must be marked and available for pre-riding by 3:00 PM on the day before race day.** If possible a GPS map should be made available and be included in the Race Notice that

will be posted on the MCA website for the purpose of advertising the event and informing the general membership. Events shall be posted no less than one week prior to event date.

The course must pass the Commissaire's inspection and be clearly marked. Marshals shall be posted periodically at strategic points to record race events, lap count, and provide communication to medical personnel if and when necessary. Failure of the organizer to provide adequate marshaling of the course, effective communication devices and an emergency action plan may result in the cancellation of the event at the Commissaire's discretion.

The feedzone and techzone shall be located in such a manner so as not to impede the progress of lapping riders or interfere with the finish line.

Organizers should refer to the UCI Rulebook and Cycling Canada Companion Guide for guidance and clarification on standards and procedures governing Mountain Bike events, particularly the sections on course layout, course marking, marshaling, communications and medical personnel. The Organizer and the assigned Commissaires should be in contact with each other well before the event to confirm event logistics.

## **Commissaires**

Manitoba Cup races recommends three but a minimum of two Commissaires are required at each race, who will be remunerated \$60/each and \$80/chief for each event by the event organizer on the day of the event. To help offset event costs, 2 of the 3 Commissaires may be members of the organizing club, these club officials must be indicated to the Chief Commissaire no later than February 28th of the racing season. The Chief Provincial Mountain Bike Commissaire assigns Commissaires to each event.

Organizers are responsible to ensure the course is safe and well marked. **Commissaires are responsible to ensure the race distance is appropriate to fulfill the Cup race time requirements. Commissaires should inspect the course in person the day of the race event to ensure the organizer has met the requirements.** Commissaires have the authority to change lap times, course distance, or any condition including postponement or cancellation of the event to ensure rider safety.

Commissaires will assist with conduct the race start, race timing, verify finish times and positions, rider ranking, and posting of results on-site. The Organizer is responsible for providing appropriate signage and course marking for the Start/Finish area including staging areas for multiple race starts and a well-marked finish line area. The Finish lane must be distinctly separate from the Lap lane if applicable. Please refer to the CCA Rulebook or contact an MCA Commissaire for clarification.

The organizer is responsible for ensuring the results are sent to the MTB director for posting on the MCA website within 48 hours of the event.

## **Medical**

The organizer is responsible for providing medical personnel to provide medical aid as required. The organizer must also provide a mode of transport for removing an injured rider from the race course and emergency medical transport from the site to the nearest medical facility. Remuneration for the medical staff is agreed upon by the organizer and the medical personnel. A first aid kit can be obtained from the MCA office and the organizer will be responsible for

restocking it. Please contact your current MTB Coordinator for medical service contacts.

## **Prize Structure**

The Organizer is responsible for providing prizing appropriate for a Cup race. The prizing shall be awarded to the top three positions in each category with a minimum of 5 registered racers. If there are less than 5 entries but more than 3 only the top 2 positions will be prized. If there are 3 or less entries only the first place shall be prized. If there is only one entry in a category the organizer may combine categories for prizing purposes only.

For all youth categories (Under 15 and younger) we recommend prizing ALL categories, regardless of number of entrants, in an effort to promote cycling among young riders.

All organizers should prize equally regardless of sex. Individual value of prizing is up to the organizer

## **Food**

The organizer must provide food and a beverage to each registered racer (ie. burgers, sandwiches, bagels, fruit, water, juice etc.). The organizer may also choose to sell food and beverages to non-racers for profit.

## **Scheduling**

Race dates are scheduled by the Mountain Bike Committee in January. Cup races are not to be scheduled on long weekends. Alternate race dates (2) will be available for any unforeseen circumstances that may postpone a race and will be approved by the MCA Mountain Bike Committee. Races will be rescheduled by the MTB Committee exclusively.