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## **ECCC 2004 PEP Results Guide**

Hello everyone, welcome to another season of the best collegiate racing in the country. My name is John Frey and I run the PEP Results service, I'll be working all eight weeks of the ECCC season. The results system will remain mostly the same as last year. As always, the system will be consistent and inclusive of all the ECCC events.

The major highlights for 2004 include:

- All riders will again sign a packet of USCF Standard Releases for the entire season when they first receive their PEP number kits. This will take place at the race only. Each rider must apply in person at the PEP table. I will not need rosters before the season starts. Also, I will be checking student ID's when you first apply for a PEP number. Promoters will not need to check student ID's (however, they may still choose to). Promoters will still need to check USAC licenses.
- You will no longer need to sign a release at each race or send a release when pre-registering. However, you still need to pre-register to avoid late fees and you must "sign-in" at the registration table before each event. You must show your license (or buy one) and verify that you have paid before you race.
- All race staging will take place a short distance behind the start line. I (or the official) will then record your PEP numbers one at a time and motion you to roll forward. You must have your number recorded before you go to the start line.
- When changing categories you must come to the PEP Results table to receive a new set of numbers. This year you will need to return your old numbers to receive a new set. As before, lost numbers will require a \$5 replacement fee.

While this system is simplistic it does require full cooperation from all including:

- |                               |                |
|-------------------------------|----------------|
| 1. Racers                     | 4. Officials   |
| 2. Team Coaches/Club Captains | 5. Promoters   |
| 3. Registration staff         | 6. PEP Results |

It is everyone's duty to understand his or her responsibilities within the system. Below is a guide for each participant, read it thoroughly, follow it, and ask questions if necessary. Please feel welcome to contact me at the above email address or phone number.

I'm looking forward to a most competitive and enjoyable season.

Sincerely,

John Frey  
PEP Results

## INFORMATION FOR RACERS

\*\*\* This information is for all riders on your team. Please share this information with every team member, discuss as necessary, and make sure all are aware of his or her responsibilities. \*\*\*

**PERMANENT RIDER NUMBERS** – This is the most vital element to the PEP Results system. It will streamline all facets of the registration and results format. Every rider must enroll with PEP Results and receive a number kit for the entire season. No charge for the kit (unless you lose your numbers). Do not change categories without getting a new number kit. The number series are as follows...

Men A – 1 to 199  
Men B – 201 to 399  
Men C – 401 to 599

Men D – 601 to 799  
Women A – 801-899  
Women B – 901-999

**ALL RIDERS MUST ENROLL WITH PEP** – You must enroll with PEP Results and receive a number kit before you can register for races. You need only enroll once and then use the same numbers for the entire season (unless you change categories). To enroll simply come see me at the PEP Results tent near the finish area (before you go to registration). You will need to fill out an info sheet then print and sign your name to a packet of releases for the entire ECCC season. Then give me the packet and show me your current student identification. I'll then give you a number kit to be used for the season. Note, this does not "register" you for the events. You must still register/check-in onsite at the registration table.

**NUMBER KITS** – You will be issued a kit with two large numbers (for back and side), a frame number, pins, and twist ties. This kit will be used at every race. LOST, stolen, misplaced, forgotten number kits will cost \$5 to replace. No excuses, no exceptions.

**NUMBER PLACEMENT** - This is very crucial to the success of this system. I will place all participants, but trust me **the numbers MUST be placed properly for the camera to see you.** The SIDE NUMBER goes on your side (think NASCAR doors), either right or left depending on the camera side for that event. Do NOT place it high on your back; the camera will not see it. DO place it parallel to and covering the side panel of your jersey. The BACK NUMBER goes directly on the center of your jersey pockets. This number is for officials to see you from behind.



The FRAME NUMBER must go on the frame, not under the saddle. Cut it down if it doesn't fit. Use at least three twist ties to secure it tightly. Use a piece of tape along the bottom to hold the sides together. It is useless if it flaps in the wind or tilts to the side. You must wear all numbers for criteriums and road races. You need only wear the side number for time trials.

**UPGRADES/DOWNGRADES** - If you want to change categories you must come see me at the PEP Results tent to receive a new number kit for that category. This season you must return your old

number kit as I nearly ran out of usable numbers last season. If you don't return your old kit when receiving the new you must pay the \$5 replacement fee.

**RACE REGISTRATION** – You will register for each event separately as you have always done. You must either pre-reg (to save some cash) or sign-up at the event (and pay a late fee). If you pre-reg, you must still come to the registration desk to “sign-in”. You need to show your USCF license (or purchase one) and confirm your payment fee.

**RESULTS & PROTESTS: IMPORTANT!** Please read the Officials section below. Full results will be posted onsite. The protest period will follow the prescribed rules. It is the racers' responsibility to understand the rules. **No post race day result changes!**

## **INFORMATION FOR TEAM LEADERS/CLUB PRESIDENTS**

**EDUCATE** - Make it your duty to distribute this info and educate your riders.

**ENROLL YOUR TEAM MEMBERS** – There will be no pre-season enrollment this year. Instead, inform your riders to come see me at the PEP Results tent before they go to registration. They will complete their release and info packets and then receive a number kit. Only when they have a number can they go to registration.

## **INFORMATION FOR PROMOTERS & REGISTRATION STAFF**

**GOAL OF REGISTRATION** – Registration is much simplified this season as you are no longer responsible for making certain each rider has signed a release or if they are enrolled students. I will be checking student ID's and collecting releases for all events when a rider first gets a PEP Results number kit.

The minimum required of registration will be to keep a list of riders' names, write their PEP number, check that they have a USCF license (or sell them a license), and verify that they have paid. If a rider does not have a PEP Results number send them directly to the PEP tent first. You do not need to check school ID's or collect a release form. You are welcome to do more if you desire.

PEP Results will provide you with a list of riders that actually started the event. You can use this to crosscheck your lists to make certain everyone has paid. If a rider has not paid you can settle the dispute with the help of the conference director. You do not need to worry about liability since PEP Results will have a signed release from that person. PEP Results will retain possession of all the release forms for the necessary seven years. If you need one please see me.

**PRE-REGISTRATION** – Promoters must still allow pre-registration or else they cannot charge a late fee. Again, you can make this as simple or as comprehensive as you desire. You do not need to collect student ID copies or release forms.

I suggest simply first listing your event on BikeReg.com (see below). This will allow easy registration online. Secondly, allow schools/riders to mail you an entry with paid fee. The entry really need only include the rider names and payment. Finally, you could allow schools to email a “confirmed” list of names with payment check pending. Then that school will be fully responsible for that payment. All pre-registrants will still need to “check-in” onsite at the registration table.

**DAY-OF REGISTRANTS & PRE-REG CHECK-IN** – All riders must still “check-in” on race day even if they have pre-registered. As mentioned above, the minimum required of registration will be to keep a list of riders’ names, write their PEP number, check that they have a USCF license (or sell them a license), and verify that they have paid. If a rider does not have a PEP Results number send them directly to the PEP tent first. You do not need to check school ID’s or collect a release form. You are welcome to do more if you desire.

PEP Results will provide you with a list of riders that actually started the event and all the release forms for that event. You can use this to crosscheck your lists to make certain everyone has paid. If a rider has not paid you can settle the dispute with the help of the conference director. You do not need to worry about liability since PEP Results will have a signed release from that person.

**ONE-DAY & ANNUAL LICENSE SALES** – You must still sell one-days and annuals at registration. If you need assistance see the USA Cycling race official. Make sure riders have a PEP Results number kit in order to complete the event registration.

**USCF RACES AT YOUR EVENT** – If you are also holding USCF events as part of your race, PEP Results will charge the standard PEP rate for USCF events. For USCF races PEP Results charges a flat \$39 per hour. For these events PEP Results will bill for the time it adds to the day beyond the usual collegiate schedule. So, for example, if there are three USCF crits starting at 9am then the collegiate schedule starting at noon PEP Results will bill \$117 additional for the three hours it adds to the day.

PEP Results will NOT be supplying numbers, however. The promoter will need to supply numbers (only one needed per rider). And the promoter will need to do their own registration and provide PEP Results with a disk of registrants or a written sheet (first name, last name, team name, USAC license #, bib #). PEP Results will supply full, printed results and submit the results directly to USAC and online media.

**BIKereg ONLINE REGISTRATION** – Promoters can utilize BikeReg.com for online registration services for both collegiate and USCF events. There is no charge to the promoter, it lessens the amount of pre-reg work, and allows your participants to register quickly online with a credit card. It only takes about 15 minutes to open an account and list your event online. Check out [www.BikeReg.com](http://www.BikeReg.com) for info. Please note that BikeReg and PEP Results are two separate companies though I do work for BikeReg and can answer any questions you may have concerning online registration. Email me at [johndfrey@bikereg.com](mailto:johndfrey@bikereg.com) if you are interested.

## **INFORMATION FOR OFFICIALS**

**NUMBER PLACEMENT** – PLEASE take the time to demand proper number placement of the riders on the start line. We all know this is the key to an efficient and complete results system. All riders have received a side number, back number, and frame number. More details are available in the Racers section.

**COMPLETE RESULTS** – While it is technically the officials’ responsibility to only determine the official winner it is expected that we will now place EVERY participant. The results equipment will thoroughly capture all pack finishes. The best way to streamline the process is to make certain at least one official continues to manually record the finishes of all stragglers. This will allow me and the Chief Judge to begin dissecting the video of the pack finishes. We can discuss the exact procedure before each event.

**START SHEETS** – The schools will NOT be providing start sheets. Instead, we need to record all the participants PEP Results numbers on the start line. All race staging will take place a short distance

behind the start line. I (or the official) will then record the PEP numbers one at a time and motion the rider to roll forward. All riders must have their number recorded before they go to the start line. From that list I will then produce an official start sheet.

**LAPPED RIDERS /SMALL FIELDS** – Last season the most difficult races to score were the criterium events with small fields (10-20 riders) and huge talent discrepancies. This generally included the women's and men's D fields. While we didn't want to pull riders, many participants were lapped multiple times and the results were sketchy at best. All of this happened while officials tended to use this event as their "break time". I want to simply emphasize this is a time when we need the most attention.

It was also my observation that scoring from the finish line simply was not effective in determining lapped (and multi lapped) riders. I suggest requiring an official to ride in the lead car. Then as the lead car approaches stragglers (as they are about to be lapped) the official will record their numbers. This will be a full-proof method for recording lapped riders. After the event the official in the car will provide a list of lapped riders to the Chief Judge. I will provide a list of rider numbers in the order which they crossed the finish at the end. The Chief Judge will combine the two lists to determine the final results.

**PRINTED RESULTS** – The Chief Judge need only to provide me with an official list of race numbers. I will enter results into the computer, print with full names, and give to the Chief Judge to sign and time stamp.

**POSTED RESULTS** – All results will be posted on-site as soon as possible after each event. Obviously this time will vary depending on the type of event and race schedule. Results will be complete with all participants.

**PROTEST PERIOD** – All protests will be decided onsite, within the prescribed time periods. Since we have a camera and full results capability there will be no post race-day result changes. It is the riders' responsibility to check their own results.

**RELEASE FORMS** – I will have possession of all riders' releases for the entire season. If you need a release form for an accident report you can obtain it from me.

## **INFORMATION FOR PROMOTERS**

**EDUCATE ALL EVENT CREWS & PARTICIPANTS** – Read and understand this guide, USCF rules, NCCA rules, and ECCC rules. Then interpret the rules for your specific event. And finally, communicate with all (officials, race staff, PEP Results, racers) as to your unique event circumstances. It is ultimately your responsibility to make certain everything runs smoothly.

**PEP RESULTS FEE** – Be prepared to pay all PEP Results fees at the end of the event day (or make plans to have a check mailed). The fee is \$2.50 per registered racer per event. If you hold a second event in a day (time trial) I will charge \$1.50 per rider for a TT or \$.75 per rider for a TTT. If your only event of the day is a TT then the charge is full price.

**OTHER PEP RESULTS REQUIREMENTS** - Promoters must provide housing for two-day events or early starting events (a hotel room is preferred but decent housing will be acceptable). There is no additional charge for transportation.

## **PEP Results**

- PEP Results will maintain a single database of all riders.
- PEP Results will issue free of charge a number kit and pins.
- PEP Results will collect USCF Release Forms for all events.
- PEP Results will enter the list of numbers and prints start sheets for officials.
- PEP Results will record finish place and time for all riders.
- PEP Results will print and post full results at the race site.
- PEP Results will do all events (RR, CR, and TT).
- PEP Results will digitally capture and save results for later protests.
- PEP Results will present promoter with disk of full results.
- PEP Results will email results to any requested media.
- PEP Results will maintain race results and season standings at [www.eccc-info.com](http://www.eccc-info.com).