



2024 Victorian Human Powered Vehicle Grand Prix Series Handbook

ALL Enquires to
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The 2024 Victorian Grand Prix Series Races

Race 1 - Casey Event (Casey Fields Criterium Track)

2nd March 2024

6 hour event

10am-4pm

Race 2 - Calder Park Event (Calder Park Raceway)

4th May 2024

7 hour event

9am-4pm

Race 3 - Sandown Event (Sandown Raceway)

27th July 2024

7 hour event

9am-4pm

Race 4 - Casey Event (Casey Fields Criterium Track)

19th October 2024

8 hour event

9am-5pm

Welcome to the 2024 Victorian HPV Grand Prix Series (hereafter called The Series), This booklet, along with regular emails, Facebook, Instagram and Website updates we will provide you with all necessary information you need to compete in the HPV Series across Victoria.

This Series is organised by the Casey Cardinia HPV & Cycling Club Inc. and is not affiliated with any other race organisation.

Any questions or concerns regarding non-Series events should be directed towards those event organisers.

This year there will be a 4 event series. In order to qualify for a series result the team will need to compete in the same category for a minimum of 3 events throughout the year and this must include the 8 hour Casey event in October. The team will take the 2 highest point events into Casey in October and this will be added to the result from this event for a final Series result. Hence, Round 4 + your 2 highest scoring rounds will sum your final series standing.

While this information is correct at the time this handbook is published. Changes may need to be made to ensure that every event is safe and respectful. Please make sure that you check for any updates regularly.

Any individual deemed to be bringing the sport or event into disrepute will be asked to leave the event by Event Management and Security.

Aims

We, the Event organisers, aim to:

- Provide participants, young and old, with the opportunity to race competitively in a controlled, safe and friendly environment.
- Provide entrants with a racing environment to test new designs.
- Provide participants with the opportunity to improve their riding ability throughout the series.

HPV Categories

The 2024 Victorian HPV Series has the following Categories:

- Junior Class (Yr 5-6) (including all female teams)
- Junior Open (Yr 5-6)
- Middle Secondary (Yr 7-9) (including all female teams)
- Middle Open Secondary (Yr 7-9)
- Senior Secondary (Yr 10-12) (including all female teams)
- Open Secondary (Yr 7-12)
- Community Open (including all female teams)
- Community Mixed (minimum 1 female rider)
- Masters (age 35 and over & minimum 1 female rider)

HPV Teams

- All riders who are listed on the submitted team sheets must ride during the race
- No rider is permitted to be less than 10 years of age at the date of the event they are competing in any category.
- Any rider from Grade 4 needs the approval to ride from race organisers prior to the day of the event

Junior: Teams must have a minimum of 4 girls.

Min 6 riders, Max riders 10

Junior Open: There is no gender ratio requirement.

Min 6 riders, Max riders 10

Middle & Senior: At least half the members of the Middle and Senior class entries must be Female.

Min 6 riders, Max riders 8

Middle Open Secondary: There is no gender ratio requirement.

Min 6 riders, Max riders 8

Open Secondary: There is no gender ratio requirement.

Min 6 riders, Max riders 8

Community: There is no gender ratio or age requirement.

Min 4 riders, Max riders 8

Community Mixed: Teams must have at least 1 Female rider.

Min 4 riders, Max riders 8

Masters: Teams consist of riders with a minimum age of 35 years at the time of the event and must have 1 female rider.

Min 4 riders, Max riders 8

The team must have at least one nominated Team Manager over the age of 18 years of age.

Riders are not permitted to ride for multiple teams at a single event.

Teams cannot change categories after the start of the Race.

Registration

In the event that the series is in a position to have to cancel the event, or the team for a legitimate reason needs to withdraw from the event a full refund will be provided to teams.

Scrutineering

A complete scrutineering will take place at the first event that the team/trike competes in for the 2024 racing year.

Each vehicle must be presented to scrutineering during the allocated time slot. Following this teams will have the opportunity to continue to have the trike scrutineered at each event. However this will not be compulsory.

A number of teams will be chosen on race morning to be randomly scrutineered, this is to ensure that all teams are remaining within scrutineering guidelines.

In addition to this the top 3 teams from each category will be scrutineered immediately following the conclusion of the event.

This process may change at any time throughout the duration of the series.

Scrutineering Dates and Times

Scrutineering will occur the morning of the event onsite, please see emails during the week prior to the event for more information

Documentation

The following forms must be submitted prior to commencement of the Scrutineering process.

- Team Manager Declaration
- Consent & Indemnity form
- Rider Registration Forms
- Team Manager Checklist

All forms will be available for download from the Team Managers page on our website.

This will need to be in the form of scanned files or forms having been completed online, PDF preferred. The only requirement is that if you have multiple

teams/entries within a school or organisation that you send these in separate emails clearly stating which forms are for what team/entry.

Vehicle Specifications

The 2024 National Vehicle Specifications booklet has now been released. Please make sure you read this book and understand any changes that may need to be made to your vehicle.

If any teams require assistance with understanding or putting into practice what is in these specifications please feel free to contact us as soon as possible.

Transponders

All teams will be issued a transponder on race day for each vehicle. This is for teams to install to record the vehicle laps during the race. Teams are responsible for the installation of this. Transponders remain the property of the event timer and must be returned at the conclusion of the event. Failure to return these post event may incur a fee.

Number Panels

Each team will be given a set of number panels, numbers and coloured stickers at the start of the team's first race of the year. They are to be used at all races for the series.

The Numbers are to be stuck in the larger box with the coloured sticker in the smaller box on the top.

Colours are as follows

White - Junior & Junior Open

Yellow - Middle Secondary

Orange – Senior Secondary

Green - Open Secondary

Blue – Community

If you require an extra set of numbers and or panels at a cost of \$15 please email vichpvsecretary@gmail.com . This must be done 2 weeks prior to any race.

Event Schedules

These will be released prior to each race via the website, email and Social Media.

Rider Safety

Please ensure that all relevant paperwork is completed and submitted for each event before the due date. While the event management committee ensures we take every precaution to make the series as safe as possible, we cannot take responsibility for individual teams.

First Aid facilities will be available on the day at all events to provide medical attention if the need arises. It is also suggested that each organisation have a First Aid kit in their pit area.

Helmets: Team Managers must ensure that helmets meet the latest Australian Standards requirements (AS2063.1, AS2063.2, AS/NZS2063, AS1698, AS/NZS1698 or SNELL B95), with tag still attached). Helmets that are “scalped out” do not meet Australian Standards and are not to be used. Helmets must be properly fastened and adjusted correctly at all times. Caps, hats, beanies, hoods or other items must not be worn under helmets. All helmets must only be worn by 1 individual during the event, there is to be no sharing of helmets.

Gloves: Shall be worn at all times when riding. Gloves are required and must be of a strong fabric.

Safety glasses: Shall be worn at all times in open top vehicles and with vehicles where windscreens have been removed or large holes created

Shoes: Riders must wear shoes that provide full foot coverage. Sharing of shoes between riders during the race is discouraged however acceptable if necessary.

I-Pods (or similar) cannot be used.

Riders must not wear personal listening devices while on the track.

Rider attire: All riders are required to wear appropriate clothing and covered shoes at all times whilst riding. Upper body clothing is to cover the rider’s shoulders and upper arms. Singlets and tank tops are not allowed. All Attire must only be worn by the individual, there is to be no sharing of clothing.

Marshals along pit lanes will be checking these items vigorously on race days

HPV Track Rules

To ensure a high level of rider behaviour and track safety the following rules will be enforced during the event. It is the Team Manager’s responsibility to inform riders of the rules before the event.

Riding of vehicles (trikes) anywhere on the circuit prior to competition start is not permitted.

This is a Smoke Free event.

- Vehicles must stay to the left of the track unless overtaking another vehicle
- Vehicles must endeavour to overtake on the outside (right-hand side) of the track.
- When overtaking, a rider must ensure that they:
 - Check their mirrors to ensure it is safe for them to overtake.
 - Sound their horn until they have passed the vehicle they are overtaking.
 - Ensure there is a safe distance (approx 3m) before moving back across the track.
- Blocking, weaving or forcing a way past a vehicle is not permitted and examples of such driving/riding will be penalised. Experienced riders should set an example for younger riders
- When a caution (yellow) flag/light is displayed on the track, all vehicles must slow and not continue at race pace.
- If aggressive behaviour and abusive language are observed, the teams in question will be penalised. These types of actions will not be tolerated.
- A vehicle shall only enter pit lane by the pit entry. Only in exceptional circumstances shall an alternative entry not be seen to be a breach of the rules and incur a penalty.
- If a vehicle becomes disabled (i.e. chain falls off or flat tyre) on the track, riders are to pull over to the side of the track. If the rider cannot rectify the problem, help from an official should be sought.
- All rider changes must be completed in their allocated pit area
- Upon entering Pit Lane, riders must ensure that they are travelling at no more than **10kmh** (a **slow** walking pace). This speed must be maintained through the entire distance of the Pit Lane.
- Vehicles must come to a stop under their own power when stopping in pits (ie no “catching” a vehicle to bring it to a halt)
- A vehicle must leave the pit area under its own power
- Portable music / electronic devices (e.g. i-pods, mp3 players, i-phones etc) are not permitted to be used while riding. Any rider found to have earphones on while in the trike constitutes a safety hazard and will be stopped immediately.
- All riders are required to wear appropriate clothing and covered shoes at all times whilst riding. Upper body clothing is to cover the rider’s shoulders

and upper arms. Singlets and tank tops are not allowed. Gloves are required and should be of a strong fabric. Safety Glasses are to be worn at all times in open-top vehicles and with vehicles where windscreens have been removed or large holes created.

FLAGS/LIGHTS

Australian National Flag

Competition Start

Green Flag/Green Light

Conditions normal race speed

Yellow Flag/Flashing Yellow Light

This is the signal for danger – there is a hazard on track ahead. It may be in the form of another vehicle, debris or a marshal on the track. SLOW DOWN and be prepared to take evasive action. Any overtaking or riding within the yellow flag area prior to the next green flag that causes concern to officials will be report and penalties will be enforced at the discretion of the organising body.

Red Flag/ Flashing Red Light

STOP IMMEDIATELY AS NEAR AS PRACTICABLE TO THE LEFT-HAND SIDE OF THE TRACK. If red flag conditions continue for an extended period, teams may be directed to return to their pit. When directed to move, vehicles are to return to their pit in single file. NO OVERTAKING PERMITTED

Black Flag

Waved directly at a single vehicle. Vehicle is required to stop at Race Control on the following lap. The Black flag may be shown in conjunction with a vehicle number

Chequered Flag

End of competition

Breaches of the above rules or riding in a manner that, in the opinion of the event management, is in breach of the spirit of the Victorian HPV Grand Prix Series will result in disciplinary action. This could be in the form of warnings, time penalties or loss of laps at the conclusion of the event.

PENALTIES

Teams who are found to be in breach of any of the Series rules risk penalty. If any team behaviour is deemed not to be in the spirit or best interests of the event, penalties will be imposed on the team and/or individual.

The Chief Marshal in conjunction with the Race Director will receive and investigate reports of dangerous riding for consideration of penalty.

The Race Director has the discretion to impose penalties for any conduct that is considered not to be in the spirit of the event or seen as bringing the event into disrepute.

Decisions of the Race Director will be final and the relevant team managers will be informed of any penalties imposed.

Forms of Penalties

- a. Caution
- b. Time penalty
- c. Exclusion of individual members (substitution not allowed)
- d. Exclusion from results
- e. Team disqualification from competition
- f. Exclusion from future events

TRACK MARSHALING

All teams will be advised of their allocated track marshaling time and location via the website.

All teams are required to ensure they have at least 2 appropriately trained track marshals in accordance with the Track Marshal Training Program.

Failure to appear at the rostered time and location will result in team penalties. Track Marshals must arrive at their position five minutes prior to their allocated time.

Track Marshals will be provided with radios, high visibility vests, flags/lights and rubbish bags.

All equipment used (except hi viz vests) must be sanitized using disinfection wipes prior to being passed to the next marshal at changeover.

At the end of each Track Marshal shift that Track Marshal must return their Hi Viz Vest to race control (for cleaning/sanitising). There will be sufficient clean vests at each Track Marshal Station to allow for each Track Marshal to wear a clean vest.

Track Marshals must not leave their position until relieved.

Track Marshal taking up the position must radio in at changeover.

The final Track Marshal on each point must return all equipment to Race Control at the conclusion of the event.

Pit Rules

Vehicle must stop well off pit lane to ensure that the lane is kept clear at all times
One team member is permitted to stand and signal to vehicles from the pit lane barriers but must move back immediately after signaling their vehicle.

Pit Area

Each School / Group entering the event will be allocated at least one pit area upon registration on the day. It is suggested that a tent/marquee be used in the back areas of your pit bay to provide protection for riders and their riding gear whilst not riding. If a team uses carpet for their pits it must be removed at the end of the day by that team. Teams are expected to keep their areas tidy during the event and utilise rubbish bins provided and Teams must clean up their immediate area prior to departure

Any damage to trees or vegetation must be reported to the Event Manager.

There is no power to the pits. However, if you plan on supplying your own generator please ensure that all power boards and power leads have in date compliance tags and are clearly labeled. An “in date” fire extinguisher (MINIMUM of 2.1Kg ABE type) must be within 2m of the generator at all times and observe safe procedures when refuelling.

There is to be no welding or angle grinders (or any equipment that creates sparks or flame) to be used on-site at any time.

Attention must be paid to all fire restrictions in force on that day

No open fires may be lit in the area.

Individuals should remember that they are a member of a team and ultimately responsible for the actions of all their team. Team Managers should brief their team accordingly.

Teams and all individual must ensure compliance with all reasonable instruction (verbal/written/signed) by event staff and authorised persons (Venue Staff, Track/Pit Marshal, security)

Car Parking

Please follow the directions of the parking personnel.

We understand that this can be a frustrating process, but any abuse will not be tolerated.

20km/h movement of any vehicles in event spaces with hazard lights on

INJURIES & MEDICAL TREATMENT

Medical Edge will be present on-site for the duration of the event to facilitate the treatment of injuries. Team members are urged to have ambulance insurance cover in case travel to hospital is needed. Enquiries should be made into school student accident/medical insurance coverage.

In the event on-site treatment is required, the following procedure must be adhered to:

In the case of competition team members - as soon as practicable after the injury the Team Manager or delegate should accompany the rider to the First Aid treatment station.

The Team Manager or delegate must provide all available medical information required concerning the patient to assist with their treatment.

A vehicle that a rider has been injured in may be subject to re-scrutineering. If any rider is seriously injured the vehicle they were riding must not be repaired until scrutineers have had the opportunity to examine the vehicle.

No person may substitute for an injured rider in the team.

Sponsorship

All entries are encouraged to display signage of their sponsors on their vehicle, providing that signage is not offensive and does not promote inappropriate material/activities (i.e. tobacco, liquor, gambling etc.). Should you require any clarification regarding your sponsorship, please contact the Event Management Committee.

Publicity

The event organisers plan to provide regular emails to registered teams before events to keep them informed with all activities and issues in the lead up to the series. We will be promoting the Series through local print media and via our website, www.vichpvseries.com.au and Facebook (www.facebook.com/VictorianHpvSeries)

To ensure consistent advertising, if you are planning to promote your team's involvement in the event, please ensure you refer to the event as the: **2024 Victorian HPV Grand Prix Series** and trending hashtags for 2024 will be: #vichpvseries2024

Catering

A number of vendors will be at each venue to provide participants with food and drinks

Note: Teams are not permitted to sell food at the event as a means of fundraising. Food may be brought on site individually packaged. Communal food is NOT allowed.

Drones

There shall be no drones used at any events unless all required documents are provided and prior written consent from the organising body is granted. Any person using a drone will be asked to have this removed. For more information please visit www.casa.gov.au/modelaircraft

Sanitising Stations

Multiple sanitising stations will be placed throughout the venue to ensure proper hygiene.

Additional sanitising stations will be placed outside of toilets to be used prior to entry and upon exiting.

Extreme Weather

In the event of a fire threat that has been declared, "code red" for the area, events may be cancelled.

If the temperature exceeds 33 degrees, the organisers reserve the right to implement a range of staged strategies to reduce the likelihood of heat stress. This includes compulsory breaks through to suspension of the trial for a period of time. The decision is the responsibility of the Clerk of Course and organisers. Other adverse weather e.g. rain, wind, will be dealt with accordingly on race days.

Your full cooperation is requested during these times.