



# Road B Module 5

## ASSISTANT REFEREE | TIME TRIAL

The Road B Modules are designed so that officials can take the initiative to learn more about the various tasks involved in working a bicycle race to work toward advancement to a level B official. This is an important designation as level B officials are qualified to be the Chief Referee of any local race. Each module contains a pre-test and the answer key as well as reading lists. Use these tools to test your knowledge and to learn more about best practices that are recognized nation-wide.

As a part of this process, contact a member of the National Technical Commission (NTC) in your area to be set up with an RB Module Google spreadsheet. This spreadsheet is where you will have mentors rate your progress on the skills associated with each module, with the opportunity to leave feedback in the notes section that can be very specific to you, and with the goal of helping you assess your strengths as an official and have a clear idea of what you still need to work on as you are working races. Below are the steps of that process for this module.

1. Take the pre-test included in this document and grade yourself with the answer key.
2. Complete the required reading listed below, making note of components that were included in the pre-test and anything else that resonates with you.
3. While working races as an official, review the list of skills related to a time trial referee and actively work on those skills as the opportunity arises.
4. Invite a mentor who has observed you using these skills at races to edit your **RB Module Progress GoogleDoc**. Your mentor can then rate you on the Referee tab and make comments about your progress as applicable. You may invite multiple mentors to rate you - you are not limited to one. Your goal for this module is, with practice, to be at "Developing skill" or above for at least 70% of all the Referee skills.
5. Retest yourself if it would be helpful for you.

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## GOALS

The purpose of this module is to provide a USA Cycling Official with the necessary information and experience needed for performing the duties of an Assistant Referee at a time trial. The module serves as part of the training necessary for Level C Road Officials for advancement to Level B Road Official.

After successful completion of this module, the Level C Road Official will be able to:

1. Understand the concepts and terminology for working as an Assistant Referee in time trials.
2. Whip riders and stage them in starting order.
3. Start riders in correct starting order.
4. Make decisions regarding handling late-arriving riders and mishaps at the start.
5. Successfully manage gaps in the start order.

## REQUIRED READING

### [USA Cycling Rulebook](#)

- General Regulations | 1I. Bicycles
- Road Racing | 3E. Individual Time Trial
- Road Racing | 3F. Team Time Trial

### READING INCLUDED IN THIS MODULE

- Time Trials

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## SKILLS FOR THIS MODULE

In step 4. of the process of completing your modules, your mentor will provide a ranking and feedback on the following skills in your **RB Module Progress GoogleDoc**. If you do not have a GoogleDoc set up for you yet, contact your local member(s) of the National Technical Commission. That list can be found at the bottom of the [official's upgrade page](#) at USA Cycling.

Ranking for the Time Trial skills runs from “No experience” to “Some exposure” to “Developing skill” to “Fulfilling local needs with support” to “Fulfilling local needs independently”.

ASSISTANT REFEREE: TIME TRIAL SKILLS
Stage riders
Starter

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## PRE-TEST

1. “Blocked” gears may be used to meet gear (development) limit restrictions in all Junior races EXCEPT:
  - a. Junior 17-18 races for Category 1 or 2 riders
  - b. Road races
  - c. Criteriums
  - d. Time Trials
  - e. National Championships
2. Among the acceptable course types for Individual Time Trials is (are):
  - a. Out and back
  - b. Circuit
  - c. One way
  - d. Figure 8
  - e. (a), (b) and (c)
3. Riders in an Individual Time Trial shall not get any closer than:
  - a. 30 meters to the rear of the rider ahead of them and 3 meters to the side.
  - b. 25 meters to the rear of the rider ahead of them and 2 meters to the side.
  - c. 20 meters to the rear of the rider ahead of them and 3 meters to the side.
  - d. 30 meters to the rear of the rider ahead of them and 2 meters to the side.
  - e. 25 meters to the rear of the rider ahead of them and 3 meters to the side.
4. If support vehicles are used during an Individual Time Trial:
  - a. Attendants may not lean out of the vehicle, even momentarily.
  - b. Attendants may not hold any piece of replacement equipment out of the vehicle’s windows.
  - c. Attendants may give supplies to riders only in designated areas.
  - d. The support vehicle may follow its rider no closer than 5 meters.
  - e. (a) and (b) only.
5. If you are the Starter and a rider shows up at the line wearing a helmet you suspect is not legal, what do you do?
  - a. Immediately disqualify the rider and recommend them for suspension.
  - b. Stop the rider ask them what helmet are they wearing. Research the helmet online, and make sure that it’s legal.
  - c. Let them ride, do they even make illegal helmets anymore?
  - d. Ask the rider to provide proof that helmet meets USAC regulations
  - e. Don’t check unless the rider crashes, at which point you should check the helmet once the emergency medical staff removes it.

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6. Concerning a Team Time Trial, which of the following is NOT true?
  - a. Standard road bicycles may be used.
  - b. Riders on the same team may push one another.
  - c. No restarts are permitted.
  - d. All riders on the same team must start in the same manner.
  - e. The race regulations will specify which rider's time counts for the team.
7. If you are the Starter at a Junior State Championship TT and a rider arrives late and does not go through the pre-race rollout area, what do you do?
  - a. Allow the rider to start, but disqualify the rider as they finish because they missed roll out.
  - b. Do not allow the rider to start until they have done roll out. If they miss their start, then they start late. No restart will be allowed.
  - c. Allow rider to start, but in your directions let the rider know that they must report to roll out immediately afterwards. If rider reports to roll out immediately afterwards, and passes, then no penalty needs to be assessed.
  - d. Do not allow the rider to start at all. They missed roll out, so they'll be disqualified anyways.
  - e. Do not allow the rider to start until they have done roll out. Allow rider to start at the end of their group. Inform the judges of the riders new start time.
8. You have just started a rider when the rider goes 5 feet and pulls their wheel over. The rider asks for a restart. What do you do?
  - a. Allow the rider to restart at the end of their group. Inform the finish judges of the change as soon as possible.
  - b. Allow the rider to restart in the next ghost rider position available. Inform the finish judges of the change as soon as possible.
  - c. Point and laugh at the rider.
  - d. Offer to help repair the mechanical and restart them once the mechanical has been repaired. Inform finish judges of the change and of any other changes you needed to make to slot the rider in.
  - e. Inform the rider that unfortunately there are no restarts given, and that they need to fix the mechanical as soon as possible.
9. You note the rider being held has only one cog on the rear wheel and no derailleur. What should you look for?
  - a. A freewheel
  - b. A brake on both wheels
  - c. A brake on just the front wheel
  - d. A brake on just the rear wheel
  - e. Aero-bars that meet UCI Bicycle regulations.

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## PRE-TEST, Answer Key

1. “Blocked” gears may be used to meet gear (development) limit restrictions in all Junior races EXCEPT:

**e. National Championships**

2. Among the acceptable course types for Individual Time Trials is (are):

**e. (a), (b) and (c)**

3. Riders in an Individual Time Trial shall not get any closer than:

**b. 25 meters to the rear of the rider ahead of them and 2 meters to the side.**

4. If support vehicles are used during an Individual Time Trial:

**b. Attendants may not hold any piece of replacement equipment out of the vehicle’s windows.**

5. If you are the Starter and a rider shows up at the line wearing a helmet you suspect is not legal, what do you do?

**d. Ask the rider to provide proof that helmet meets USAC regulations**

6. Concerning a Team Time Trial, which of the following is **NOT** true?

**b. Riders on the same team may push one another.**

7. If you are the Starter at a Junior State Championship TT and a rider arrives late and does not go through the pre-race rollout area, what do you do?

**c. Allow rider to start, but in your directions let the rider know that they must report to roll out immediately afterwards. If rider reports to roll out immediately afterwards, and passes, then no penalty needs to be assessed.**

8. You have just started a rider when the rider goes 5 feet and pulls their wheel over. The rider asks for a restart. What do you do?

**e. Inform the rider that unfortunately there are no restarts given, and that they need to fix the mechanical as soon as possible.**

9. You note the rider being held has only one cog on the rear wheel and no derailleur. What should you look for?

**c. A brake on just the front wheel**

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## Time Trials

(ADAPTED FROM THE 2005 OFFICIALS MANUAL, PART 2)

### COURSE CHARACTERISTICS

There are three different types of Time Trial courses:

- Point-to-Point: The start and finish are in two different locations. Transportation to or from either location may be needed.
- Out-and-Back: These are typical courses with a turnaround point. Riders begin and leave the area, reach the turnaround, and head back on the same road. Ideally, the finish will be offset from the start to minimize congestion in both the finish and start areas. During the event, only riders who have taken a start should be on course.
- Circuit: Riders complete a circuit and finish in the same manner as an out-and-back course. Circuit courses are similar to the point-to-point courses, but the proximity of the start and finish is such that riders do not have to be transported to or from either location.

### THE START

Typically riders start with equal time intervals, determined by the race director. Intervals are most frequently 30 seconds or 1 minute. The rider's time starts at their scheduled or appointed start time. If a rider shows up late, they must stop and wait until the starter has an opportunity to start them. They should only be allowed to start if it does not interfere with other starts.

There are two options for starting riders. One foot down, or if a holder is available, held. When there is a holder, riders may select to not be held if that affords them greater comfort. The holder should be the same person for each rider grouping (category or age group).

The start order should be posted at least one hour prior to the start, but preferably the day before. The start order can be determined in a couple of different ways:

- Random selection – have a random draw for starts or use an online random generator.
- Numeric order – This will be the method used when registration closes 15 minutes before the start. (i.e. order of registration) – with this method the start times are posted for pre-registered riders and race-day registrants are added to the end.
- Seeding – Fastest rider goes off last with slower riders going off first. You need to have some knowledge of the ability of the entrants.
- Reverse order of General Classification (GC) – used for stage races or series races.

### Rider Conduct

- Riders are not to warm up on the course.
- Riders should report to the start area at least 3 minutes prior to their appointed/scheduled start time.
- On an out and back course, riders must stay to the right of the centerline.
- Riders may not take pace from another rider. When a rider is 25 meters (80 feet) behind the person they are overtaking, they are supposed to move 2 meters (7 feet) to the side.

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- Riders are not allowed to ride beside each other. When a rider is attempting to overtake, they may not draw level with, and stay beside, another rider over a distance greater than 500 meters. The pass must be completed in 500 meters or less. If a rider is unable to pass another rider in that 500 meter “limit”, the passing rider must drop back 25 meters before making a second attempt to pass.

### Equipment

- The bicycle is normally a road bicycle but, a bicycle with a front hand brake and a fixed wheel may also be used. Handlebars that extend forward or upward, or those that provide support for other than the rider’s hands are permitted in time trial events unless otherwise specified in the race announcement.
- At National Championships for Elite, U23, and 17-18 juniors and at UCI events, the riders need to have their bicycle inspected to ensure that it meets UCI specifications. This inspection takes place immediately before their start, thus increasing the importance of reporting 10 minutes prior to the start!

Whip and Stage Riders: It is the riders’ responsibility to know their start time and get to the starting area in plenty of time (ideally 10 to 15 minutes prior, but 2-3 minutes is more likely). However, riders usually do not know who is before or after them. Whipping riders consists of calling them into the staging area. Staging riders is putting them in the correct order for the Starter. At most local time trials, a referee will act as both. In any case it is very handy to mark riders as present and inform the Starter of any no-shows. If possible, stand in the position of the missing rider while the starter is starting the previous rider until after that rider has started so the starter is reminded to wait the necessary time to keep the subsequent riders on the correct start schedule.

Holder: Sometimes officials are assigned as holders at a time trial. As the holder you should double check the bib number with the starter, and then hold the bike while the rider clips in. A rider may ask you to adjust right or left so they are balanced. Do not try to prevent a rider from leaving early and do not push or prompt a rider to leave. The rider’s start and any penalties associated with it must be that rider’s choice.

Start Riders: As riders come to the line you should verify their number with your start list. Matching their team name or addressing them by name may also help to double-check to make sure that this rider is next. Every Starter is different, but you should give the rider one or two marks before the five-second countdown, for example, “20 seconds . . . 10 seconds . . . 5, 4, 3, 2, 1, go.”

- **Early Start:** If the rider begins the race before “go” then let the rider go. Record the number of seconds the rider left early.
- **Late Start:** Riders who missed their start time are not entitled to a running start. They must report (hopefully through the whips first) to the Starter. You will start the rider at the earliest convenience – usually between riders and with their foot down. Note the rider and that they started. If you are on one-minute intervals, you may be able to have



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the late rider held, but that is not a priority. They will be eager to get going as soon as possible. It is important not to hinder the riders who did not make this mistake, or send the late rider out at a time when they may interfere with a rider starting on time.

- **Missing Rider:** If you have been informed or note that a rider is missing, there is no need to yell for the rider. Inform the whips you are missing a rider. They will let you know the situation. Have the next rider keep away from the line and take the missing rider's place for the length of the countdown. Call the next rider up after the missing rider's start time has passed. Note the missing rider. Not keeping the same rhythm of starts, even with missing riders, is an easy place to make a mistake.
- **Report:** After every page of your start sheet, if possible, you should send it off to the judges so that they may change times for early starts or starting errors (but not for late starts) if needed. The report will basically note which riders started, did not start, started early, or started late. When this is not easily accomplished (like in a point to point TT), communicating to the judges at the end of each category (or if not possible, the end of the event) is crucial.

### TURN-AROUND JUDGE & REFEREE

- Supervise the turnaround. Make sure the marshals are doing their jobs.
- The turn referee's primary responsibility is to keep a list of all the riders who make it to the turn along with their times. Times may be running time (like the judges) or merely time of day.
- Note any riders not making the turn (need to have a start list to be able to do this!)
- Follow the last rider in unless that duty has been designated to someone else.
- Your report is used to assist in establishing who finished, confirm any drafting violations and solve timing problems at the finish.
- Often the turnaround official has the key piece of information that allows the correct results to be published.
- Submit all information to the Chief Judge.

### COURSE REFEREE

This is a position that is often not filled at a local race, and when it is filled is staffed with either a motor referee who can move around easily or with a stationary official, placed in a critical area of the course. Be aware that if this position is not filled, these are the things that may be missed on the course and be reported to you by riders if you are the Chief Referee. Carefully considered actions can be taken based on reports from riders, but it is helpful to have official eyes on the course to observe and/or stop violations as they are occurring.

Some important points to keep in mind:

- Record/report any pacing violations. You will find that riders are much closer than the regulation 25m before they go out and around the rider they are overtaking. When is a rider pacing? This requires using some common sense and good judgment. If a rider is obviously sitting behind another rider and taking shelter, then they should be penalized.

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- Report observed violations in a timely fashion. If stationary, get a motor official to take your reports to the Chief Referee or send the information in a text message.
- Make sure you have a start list so you will know who is catching whom, as that info should weigh heavily in your interpretation of riders drafting off each other.

### **RADIO PROTOCOL**

The most common use for radios at a local time trial is a caller for the finish. Place your caller 200 to 500 m in front of the finish and have that person radio the bib numbers of approaching riders. If your time trial includes a motor referee on course, it is good for that official to have radio contact with both the finish and the Chief Referee. It is generally good policy for a Chief Referee to fill a position that allows for management of the race while working the position (for example, whip).