



Randonneurs USA  
online at: [www.rusa.org](http://www.rusa.org)

## Rules for Organizers

Randonneurs USA's *Rules for Organizers* are adapted from the Audax Club Parisien's (ACP) *l' Additif au Règlement Destiné aux Sociétés Organisatrices*. Some portions apply only in the U.S. Newer editions supersede older ones. These rules apply to all events held in the United States of America.

### Introduction

Clubs/Organizers requesting permission to organize *Brevets de Randonneurs Mondiaux* (BRM) events are bound, through their designated representative for the events, to strictly enforce the BRM rules for participants, as well as, to comply with the supplemental rules for organizers below.

BRM events are not casual affairs. BRM event organizers must take their responsibilities seriously. Organizers must respect the events and those who regularly participate in them. To assure the BRM events maintain the reputation, which any of those worthy of the title randonneur have come to expect, do not hesitate to penalize any participant for any violation of the BRM rules.

The *Audax Club Parisien* thanks all volunteers who contribute to the organization of these events, and as a consequence the development of long distance cycling, both in France and abroad.

### Rules

#### Requirements for Organizing Events:

U.S. clubs, individuals or organizations seeking permission to organize BRM events must submit their brevet calendars for the following year to RUSA **before October 1**. RUSA will in turn transmit them to the ACP's Representative for Foreign BRM events before the due date.

For events to be officially designated as Brevets de Randonneurs Mondiaux they must be on the official ACP calendar published each year in January. Consequently, it is absolutely imperative that event calendars be submitted on time. RUSA will notify those organizers requesting to schedule events, but whose events will not be carried on the official calendar. Organizers are equally responsible to notify RUSA of any cancellation or change of dates.

## **Representatives:**

Each club must designate an official representative who will serve as liaison with RUSA concerning BRM events. This is the Regional Brevet Administrator

## **Insurance:**

The Audax Club Parisien and RUSA require that all organizers and event participants be covered by liability insurance.

## **Routes:**

Two copies of the brevet routes (cue sheets) must be included with the request for permission to organize events. The routes are to be described in detail. Clubs whose brevet routes have been previously certified by RUSA (i.e. stamped and given a verification number) may submit the certified routes' verification numbers. A stamped, self-addressed envelope, addressed to the club's representative, should also be included so that a copy of the certified routes may be returned.

Choosing the route is left to the organizer; however, routes consisting of doing the same loop multiple times, regardless of the distance of the brevet, are not permitted. Ideally, routes should be out and back, on low traffic roads, and on roads that are easy to follow. Extreme terrain should be advertised as such when the ride is first publicized. The date and location of a ride should take into consideration possible weather conditions to avoid, when possible, such as snow, or extreme cold or heat.

Cue sheets should be clear and accurate, and contain all relevant details. Mileage must be determined from state road maps, odometers, or computer mapping programs. Total distance for an event must always be at least the official distance for the brevet and may exceed the official distance by a few miles. The cue sheet must include the location of all checkpoints, as well as, their opening and closing times.

A brevet may have only one starting point. Organizers in the same region or locality may, however, organize brevets starting on the same date and time and using the same route. This exception to the rule is allowed only for those organizers who agree to coordinate their checkpoints, so that a checkpoint serving as the start point for some riders will also be an intermediary checkpoint for those having started at another checkpoint.

## **Checkpoints:**

Checkpoints should be more or less regularly spaced between the brevet start and finish. According to the distance, there should be 2 to 4 checkpoints for a 200 KM brevet, 3 to 5 checkpoints for a 300 KM brevet, 4 to 6 checkpoints for a 400 brevet,

5 to 7 checkpoints for a 600 KM brevet, and 6 to 10 checkpoints for a 1000 KM brevet. ***Additional checkpoints should be located at each end of the brevet route, as well as, at any point along the route where a shortcut might be taken.*** The start and finish checkpoints should be manned by one or more people selected by the organizer.

To the extent possible, these checkpoints should be manned at all times between their official opening and closing times. Other checkpoints should be similarly manned. Preferably, checkpoints should be located in an establishment, a business for example, where all participants may have their brevet cards verified and stamped. The address of the establishment should be listed on the brevet card.

## **Brevet Cards:**

RUSA brevet cards are available online at [www.rusa.org](http://www.rusa.org).

Organizers must fill out a brevet card for each participant, providing the information required on the card. On the inside of the route card, organizers must note the place name, address, mileage, and the opening and closing times for each checkpoint. (Start, intermediate checkpoints, and finish.)

## **Calculation of Opening and Closing Times:**

### A - Start Checkpoint:

**Opening:** The start time is set by the organizer (time X).

**Closing:** The closing time for the start checkpoint is 1 hour after the opening time (time X).

### B - Intermediate Checkpoints:

**Opening and Closing:** Opening and closing times for intermediate checkpoints are determined by adding ***minimum*** and ***maximum*** travel times to the start checkpoint's opening time. Travel times are calculated by dividing the total distance of the checkpoint from the start by a minimum and a maximum speed. Minimum and maximum speeds vary according to total distance.

### C - Finish Checkpoint:

**Opening:** The opening time for the finish checkpoint is calculated in the same way as those for the intermediate checkpoints, however, the theoretical distance (200, 300, 400, 600 KM) is used.

**Closing:** The closing time for the finish checkpoint is calculated by adding the maximum permitted time for the brevet to the opening time of the start checkpoint. Maximum permitted times (in hours and minutes, HH:MM) are 13:30 for 200 KM, 20:00 for 300 KM, 27:00 for 400 KM, 40:00 for 600 KM, and 75:00 for 1000 KM.

### D - Example calculations:

200 KM BREVET				
Checkpoint	Date	Opening and Closing Times		Calculation
Start:	03/30	O:	06:00	(06:00 + 00:00)
		C:	07:00	(06:00 + 01:00)
47 km	03/30	O:	07:23	(06:00 + 01:23)
		C:	09:08	(06:00 + 03:08)
95.5 km	03/30	O:	08:49	(06:00 + 02:49)
		C:	12:24	(06:00 + 06:24)
148 km	03/30	O:	10:21	(06:00 + 04:21)
		C:	15:52	(06:00 + 09:52)
Finish: 204 km	03/30	O:	11:53	(06:00 + 05:53)
		C:	19:30	(06:00 + 13:30)

600 KM BREVET				
Checkpoint	Date	Opening and Closing Times		Calculation
Start:	07/06	O:	05:00	(05:00 + 00:00)
		C:	06:00	(05:00 + 01:00)
92 km	07/06	O:	07:42	(05:00 + 02:42)
		C:	11:08	(05:00 + 06:08)
199.5 km (200)	07/06	O:	10:53	(05:00 + 05:53)
		C:	18:20	(05:00 + 13:20)
307 km	07/06	O:	14:14	(05:00 + 09:14)
	07/07	C:	01:28	(05:00 + 20:28)
401 km	07/06	O:	17:10	(05:00 + 12:10)
	07/07	C:	07:44	(05:00 + 26:44)
497.5 k (498)		O:	20:24	(05:00 + 15:24)
		C:	14:12	(05:00 + 33:12)
Finish: 603 km		O:	23:48	(05:00 + 18:48)
		C:	21:00	(05:00 + 40:00)

CALCULATING OPENING AND CLOSING TIMES			
Checkpoint Location (KM)		Maximum Speed (KPH)	Minimum Speed (KPH)
0	199	34	15
200	399	32	15
400	599	30	15
600	999	28	11.428
1000	1299	26	13.333

For an intermediate checkpoint at 200 km the closing time is 13:20. For an intermediate checkpoint at 400 km the closing time is 26:40. A times calculator is available online.

## **Brevets:**

Before the start, the organizer must provide each rider with a set of brevet rules and a cue sheet. Riders must acquaint themselves with the rules, as well as, comply with them. Riders register for the event by completing, in full, a registration form. Registered riders receive a properly completed brevet card. At each checkpoint the organizers should stamp the riders' route cards and note the time of arrival to the checkpoint. In the case of the start checkpoint, the time of departure is noted. At the finish, the organizer should have the rider sign their route card and indicate if they would like a medal for the brevet.

## **Checking Brevet Route Cards:**

At the finish, the organizer must collect the route card of each rider completing the brevet within the time limits.

The organizer must verify that each card has the following:

- A stamp from each of the checkpoints
- The time of arrival at each checkpoint
- In the case of checkpoints without a member of the organizing staff present either: (1) a postcard notation (to be verified against receipt of the postcard and its postmark); (2) a store receipt or other proof of purchase with the time and date noted; or (3) information concerning a predetermined and identifiable landmark or sign with the time and date noted. The organizer can prescribe which option is to be allowed for a given checkpoint.
- The medal option completed
- The signature of the rider.

The organizer must calculate the total time for the brevet and note it on the rider's route card in the space provided.

## **Brevet Results:**

Organizers should summarize brevet results within 10 days of the conclusion of the event. Summaries should be in the form required by RUSA. The summary should include the names of all riders who successfully completed the brevet.

The summary should include each rider's time for the brevet and an X in the medal column if the rider has purchased a medal. The ACP code for the rider's club should also be included.

Any published brevet results should list the riders alphabetically by last name and not by the order of the riders' arrival or total elapsed time.

For the U.S., all ACP codes are six (6) digits. The first digit is always nine (9). The next two digits are the club's state, determined by the state's position in an alphabetical listing of the states, i.e. 01 for AL, 17 for KY, 35 for OH, 50 for WY, etc. The last three (3) digits represent the chronological addition of clubs from a given state.

RUSA members have an ACP code noted in their membership information which is available online. Riders with ***no club affiliation*** should be assigned 099 for the last three (3) digits of the ACP code.

Organizers should always provide at least the first three (3) digits of the ACP code. If the last three (3) are unknown or if the club is new, RUSA will provide the additional digits.

***Brevet results should be submitted to RUSA no later than 10 days after the event.*** Payment for medals requested should be included with the brevet results or under a separate letter to RUSA if results are submitted electronically.

Organizers, who are organizing a BRM event ***for the first time***, must also send all the riders' route cards. This requirement allows RUSA to verify that the organizer fully understands the BRM rules and has properly implemented them. Any organizer of any BRM event may be required to submit the event's route cards for the ACP's review.

### **Official Certification:**

RUSA will review brevet results submitted by organizers and verify that the brevets have been properly executed. Upon verification, a copy of the brevet results submitted by the organizer will be returned. The completed copy will list the certification number for each rider. A sticker with the same certification number will also be included. If any medals were ordered, these will also be sent. Stickers are to be placed on the riders' route cards in the space provided. Completed cards and purchased medals should then be returned to the riders by the organizer.

### **Super Randonneur:**

Organizers requesting Super Randonneur medals must forward a list of the riders requesting the medal with their brevet certification numbers for each of the required brevets (200, 300, 400, and 600 KM, all done in the same year) to RUSA. Payment should be included with the order. Checks should be made payable to: Randonneurs USA.