

Risk Management for Bike Depot Cycling Club (BDCC) Ride Activities

Cycling can be a dangerous activity. Cycling Canada (CC) in association with the local Provincial Association affiliates has developed this Risk Management Plan to document how individual Bike Depot Cycling Club (BDCC) rides are to be managed to reduce risks associated with cycling activities. These policies are to be practiced by Bike Depot Cycling Club members, and any permitted visiting riders as permitted by CC rules, during every BDCC ride. All BDCC members, and any permitted visiting riders, share the responsibility for making Club rides as safe as possible.

Each BDCC member shall receive a copy, electronic or otherwise of this Risk Management Plan and a copy shall be available on the BDCC website. Additional information regarding affiliated BDCC rules and programs can be found on their respective websites.

This Risk Management Plan is reviewed annually by Bike Depot Cycling Club's Board of Directors and changes are made as necessary.

Definitions

"Bike Depot Cycling Club Rides" mean rides formally organized by the Bike Depot Cycling Club and as described on the Bike Depot website.

Cycling Canada (CC) Insurance

- Bike Depot Cycling Club annually purchases General Liability Insurance coverage through the Canadian Cycling Association for each Bike Depot Cycling Club member. General Liability Insurance is designed to protect a person (member) or any entity (Province, Bike Depot Cycling Club, Canadian Cycling Association) against any legal responsibility arising out of a negligent act or failure to act as a prudent person would have acted, which results in bodily injury or property damage to another party. Bike Depot Cycling Club members should familiarize themselves with the terms of the insurance coverage. The coverage details may be accessed through the Cyclinginsurance.ca website.
- The Bike Depot Cycling Club must receive signed insurance waivers from each Bike Depot Cycling Club member; membership is not assigned or granted until a signed waiver is received by the Bike Depot Cycling Club Board of Directors.

Standards of Care

This Risk Management Plan and all Bike Depot Cycling Club programs and rides shall adhere to the following, as applicable:

- UCI, CCA, CC rules and regulations as they pertain to Bike Depot Cycling Club Rides.
- Provincial Highway Traffic Acts across Canada. While on Bike Depot Cycling Club Rides, all Bike Depot Cycling Club members must adhere to and obey all rules of the road as per the Provincial Highway Traffic Act.

Risk Management

General:

- All members of the Bike Depot Cycling Club are responsible for bringing forward to the Bike Depot Cycling Club Board any safety issues related to Bike Depot Cycling Club Rides or the Bike Depot Cycling Club Trails which present themselves throughout the riding season.

- Any Bike Depot Cycling Club member on a Bike Depot Cycling Club Ride should immediately advise the ride coordinator(s) and other members of the ride should the member feel the group or individuals in the group are riding in an unsafe manner. The member should withdraw from the ride if they feel unsafe.
- Each Bike Depot Cycling Club Ride participant will conduct themselves in a responsible manner and retains liability for their own actions.
- All riders must be courteous and considerate of other road/trail users, road infrastructure and trail systems.
- Clubs are expected to operate both competitive and non-competitive events according to their established risk management procedures designed to reduce the possibility of accidents. All participants need to be informed that the ultimate responsibility for safety rests with the individual.

Membership:

- All participants of the Bike Depot Cycling Club Rides must provide proof of their Bike Depot Cycling Club membership in good standing prior to each ride, if requested by the ride coordinator.
- Non-BDCC members wishing to try out a BDCC ride may only do so during one of the Club's scheduled Try-Out Programs. Try-Out Program dates and details will be published on the BDCC website. A non-member may only participate in one BDCC Try-Out activity before deciding whether to commit to the Club. Try-Out dates are not a substitute for club membership.
- For other Ontario Cycling Association (OCA) members wishing to join a Bike Depot Cycling Club Ride as a guest, a waiver form must be signed at the beginning of the Club ride. Proof of OCA membership will be required (Citizen Permit, UCI or Affiliate Club Membership). Note that the guest rider must obtain prior approval by BDCC in order to join a ride.
- Bike Depot Cycling Club will not permit any non-OCA member to participate in BDCC Rides without the prior written approval of the OCA office.

Rider Safety:

- Bike Depot Cycling Club members must understand, adhere to and obey all rules of the road as per the Provincial Highway Traffic Acts.
- Helmets must be worn **at all times** during BDCC riding activities. Other protective equipment is strongly encouraged (ie. gloves, eye wear).
- BDCC members are responsible for ensuring that their bicycle is well-maintained and in good working order before attending each BDCC Ride.
- Front and rear lights are mandatory during any BDCC Ride which takes place during low-light conditions. Lights must remain on at least 30 minutes after sunrise and be turned on at least 30 minutes before sunset.
- Each BDCC member is responsible for bringing sufficient liquids and food for the duration of each ride.

- Each BDCC member is responsible for carrying their own tools and materials in case of a flat tire or minor mechanical.
- Members are encouraged to bring their own cellphone, money and ID.
- Members are responsible for ensuring they are fit for their desired activity. This includes choosing the appropriate pace group based on their level of fitness and experience.
- Members are not to be under the influence of any drug or beverage product that could impair their riding judgment while on a BDCC ride.
- Headphones/ear buds are not permitted when riding in a group.

Ride Coordinators

- At least one ride coordinator will be appointed by the Bike Depot Cycling Club Board for each BDCC ride.
 - The ride coordinator will identify himself/herself before each ride. They will outline the route and briefly review Club cycling guidelines and communication signals before the group departs.
 - If a large number of riders attend a BDCC ride, the ride coordinator will divide the riders into smaller pace groups (6-12 riders per group). The ride coordinator will instruct groups to remain at least 100 metres apart on the road to allow other vehicles to pass safely in two manoeuvres.
- The ride coordinator has the final decision on all matters pertaining to the BDCC ride and his/her decisions must be respected by all participants. The ride coordinator may appoint a designate should the ride coordinator be unable to attend a Bike Depot Cycling Club Ride.
- The ride coordinator is responsible for ensuring that no rider is left behind (in the case of a no-drop ride). BDCC members are responsible for notifying the ride coordinator if they wish to detach from the group.
- Ride coordinators will carry cell phones for emergency use on all BDCC rides and will encourage riders to carry their own phones. Riders should immediately call 911 in the event of an emergency.
- The ride coordinator will report any accident that occurs on a BDCC ride to a BDCC Board Member and to the OCA through the proper forms and procedures.

Routes and Conditions

- Bike Depot Cycling Club road rides will be planned to use lesser-traveled roads where possible and practical.
- BDCC Rides will be cancelled in the case of rainy or stormy weather. Rides will be called off if lightning is sighted on the route.
- Ride routes will be planned and posted ahead of time on the BDCC website. Club members are responsible for knowing the route in case they become separated from the group during a designated drop ride.

Skills Development

- The Bike Depot Cycling Club encourages all riders to be comfortable and proficient with group riding before joining a Bike Depot Cycling Club ride.
- To support rider skills development, the Bike Depot Cycling Club will periodically hold skills development programs for road riding and/or mountain biking and encourages all Bike Depot Cycling Club members to attend these programs and/or other cycling skills courses.
- Riders may be requested to complete a skills development program before attending or continuing to attend regular scheduled Bike Depot Cycling Club rides. This applies for both road and off-road Club rides.
- New or novice member are encouraged to participate in the Learn to Ride programs offered by the Bike Depot Cycling Club before participating in more challenging or technically advanced rides.

Waivers

- All club members must complete the Provincial/Cycling Canada waiver prior to obtaining membership. This can be done through the provincial membership registration site.
- BDCC may also collect a hard copy waiver from each member. Waivers are not to be altered in any way. Hard copy waivers must be submitted on the appropriate paper (8.5" X 11").
- Club members age 18 or younger when joining the Club must have a parent or legal guardian complete the waivers. The adult signatory on the waiver accepts responsibility for the youth member's participation in Club activities. Please note that members age 18 or younger must first be issued an OCA Citizen Permit or UCI License before joining BDCC.
- Waivers will be stored at the OCA Provincial office for a minimum of 7 years to ensure that they can be accessed if legal action is taken against the Bike Depot Cycling Club. Waivers are crucial in defending the Bike Depot Cycling Club and the Provincial Association and CC during litigation.