

BMW CCA

TOURING RALLY STRUCTURES AND STANDARDS

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PURPOSE

These general instructions are intended to provide a framework for BMW CCA chapters to use in presenting “touring-style” time-speed-distance (TSD) road-rally events; this set of suggested standards and uniform general instructions may be used in their entirety or supplemented by rules specific to individual Chapter events. Unless superseded by event-specific supplemental instructions (commonly known as “supps”), these instructions, procedures, and definitions are designed to govern “touring-style” time-speed-distance (TSD) road rallies sanctioned by the BMW Car Club of America.

FRAMEWORK AND PHILOSOPHY

The term *car rally* covers numerous activities, from all-out speed contests like the World Rally Championship to “gimmick” rallies in which winners are determined by luck. Time-speed-distance (TSD) rallies, which require precise mathematical calculations, can also be divided into several types, from “trap” rallies—in which rallyists are misled in order to challenge their ability to properly calculate their arrival times at various locations—to “course following” rallies, in which staying on the proper rally route while maintaining an assigned speed is the object of the game. More recently, the “touring” rally has gained popularity; a touring rally may be thought of as a course-following rally without the pitfalls of trying to stay on the correct route. The primary competitive element of a touring rally is calculation of perfect arrival times and application of the driving skill necessary to maintain a precise average speed; there should be no deliberate attempts to mislead competitors in their calculations, nor should there be any question of which route constitutes the proper rally course.

The following standards and structures allow the construction of successful touring rallies.

1. STRUCTURE AND STANDARDS

1.1: DEFINITION AND DESIGN

1.1.1: Touring rally: A *touring road rally* is a time-speed-distance (TSD) motoring event requiring navigation skills as well as driving ability. Competitors must determine their proper time of arrival at various points along a common route over public roads according to a set of precise written route instructions, using the relationships of distance, speed, and time to calculate their progress while keeping to assigned legal speeds; success is measured by one or more timing controls where competitors are assessed penalties for being early or late from calculated perfect time. Such a rally is usually divided into several *sections*, each of which may include one or more *transit zones* (or transits), where competitors are given a substantial block of time in which to get from one point to another at their own pace; and *TSD legs*, in which competitors are expected to maintain precise average speeds throughout the leg. Specific, exact times are calculated from the start of each TSD leg to a *timing control*, or checkpoint, at the end of each leg, where penalty points for early or late arrival are determined for each team. Because cars are timed from one control to the next, any time early or late at one timing control (checkpoint) cannot be made up in subsequent legs; encountering any open timing control [glossary reference] (checkpoint) or restart point puts a team “back on time.” BMW CCA rally organizers are encouraged to use the following standards in designing TSD rallies for their members.

1.1.2: Time: An official time-of-day clock will be provided at least one-half hour before the official start of the rally. Any time-of-day notations in the route instructions or supplemental instructions may be given in conventional clock form—hours, minutes, and seconds separated by colons (e.g. *Commence odometer leg at 7:35:15 plus your car*

number)—or in decimal time format (in which 7:35:15 would be written 7:35.25). All other references to time used in calculations will be given in decimal minutes, such as *Pause 1.75* to indicate a pause of one minute and forty-five seconds.

- 1.1.3: Average speeds:** All average speeds shall give due consideration to the road and driving conditions at the time the event is to be held. No speeds higher than the prevailing posted speed limit may assigned at any point in the rally.
- 1.1.4: Distance, degree, and duration:** Official rally mileage should be within 1% of true statute miles and should be measured with a hundredth-reading odometer to an accuracy of at least 1/100th of a mile, and all mileages provided in the route instructions given to the hundredth-mile. Time calculations should be based on mileage truncated to the nearest hundredth; target arrival times at controls should be calculated to the nearest hundredth-minute and converted to seconds, which are then truncated. Competitors will not be required to determine official mileage to greater precision than 0.10 (one-tenth) mile in order to follow the correct course. Chapter rallies of the “Friday nighter” variety will usually take about 2-4 hours to complete and may be 25-100 miles long. Longer “day” rallies or marathon events should run no more than four hours without a break of at least half an hour.
- 1.1.5: Rally roads:** Rallies are conducted on public roads at legal speeds. Unless specifically indicated by route instructions, roads marked *dead end*, *private*, *closed*, or *no outlet*; “cul-de-sac” roads designated as circles or courts; roads onto which rally traffic cannot legally turn; and paved or unpaved parking lots will not be considered as rally roads. Physical obstacles (e.g., curbs, ditches, and raised traffic islands) can serve to define a rally road.
- 1.1.6: Overall route design:** Because rallies are driving events, the rally route should be chosen to provide the maximum recreational enjoyment to the participants, taking into consideration such elements as scenery, challenging roads, and interesting destinations. Areas to avoid include residential neighborhoods, high-traffic areas, and other congested routes. A touring rally should be designed to provide a pleasant drive for those uninterested in the competitive aspects, while maintaining high standards of accuracy for competitive entrants.
- 1.1.7: Mileage check (odometer calibration):** Each event will include after its start a clearly defined odometer check for the purpose of allowing each car’s odometer to be compared to the official course-measuring odometer. The odometer check will be at least ten (10) miles long and contain intermediate mileage reference points. The odometer check will be free of timing controls (checkpoints) or route controls. Ample time must be allowed to complete passage of the odometer leg and calculation of the difference between a competitor’s odometer and official rally mileage.
- 1.1.8: Control (checkpoint) placement:** No timing control or checkpoint will be located within .20 miles (two-tenths of a mile) of the start of a TSD leg, or within .20 miles (two-tenths of a mile) of any signal, stop, or yield sign controlling rally traffic, or within .20 miles (two-tenths of a mile) following a change-average-speed instruction.

1.2: TIMING AND SCORING

Unless otherwise specified in a particular event’s supplemental instructions, competitors in BMW CCA events will be timed to the truncated second or hundredth-minute; calculated perfect times at controls will be likewise truncated. Each post-control restart time at the leg out-marker will be based on the arrival time at the control plus a minimum of at least one full minute of “dead time”

to reach the out-marker, plus any additional time assigned by the timing control (checkpoint) crew. Time-of-day starts or restarts will always commence at the beginning of a minute.

Timing controls or checkpoints will be open five minutes before the scheduled arrival time of the first competitor and may close ten minutes after the scheduled arrival time of the last competitor.

1.2.1: Time declarations: To avoid speeding to make up time lost for unavoidable delay, competitors may make a declaration of lost time, adjusting their correct time-of-arrival at the next timing control; this procedure is sometimes referred to as “buying time.” Lost time adjustments must be requested in whole minutes plus one half minute (e.g., 1.50, 2.50, 3.50, etc.) to a maximum of 10 minutes unless some other limit is specified in event supplemental instructions. The declaration must be submitted in writing at the next open control prior to receipt of perfect leg time. If there is any penalty for the use of time declarations, it must be clearly stated in event supplemental instructions.

1.2.2: Penalties and restrictions: Unless otherwise specified in supplemental instructions, the following points structure will be applied in BMW CCA rallies:

- A:** One penalty point per second early or late from calculated perfect time at any timing control. A maximum of one-half minute in penalty points may be incurred at any one timing control for being *early* or *late*. Additional penalty points may be assessed for:
- B:** stopping within view of control personnel, except for reasons of safety: one-quarter minute (these penalties are at the determination and discretion of timing-control personnel and may not be appealed)
- C:** missing a timing control (checkpoint): one minute

1.2.3: Tiebreaking: Finishing positions are based on the lowest numerical score. Ties will be broken by awarding the higher position to the competitor with the most zero scores at timing controls, then ones, and so on. In the case of identical points totals and identical numbers of individual penalties, the higher position will be awarded by comparing the scores at the first timing control (checkpoint), then the second, and so on; the higher place is awarded to the competitor with the lowest score at the earliest point at which the scores differ.

1.2.4: Disqualification: Any competitor deemed by the rallymaster or other rally officials to have committed one of the following offenses, or cited or given a written warning by a law enforcement agency for any moving violation, shall automatically be disqualified from the event:

- A:** driving while intoxicated or under the influence of drugs;
- B:** consuming alcoholic beverages while participating;
- C:** exceeding the legal speed limit;
- D:** dangerous or reckless driving.

1.2.5: Communications: No car in a CCA rally shall use two-way radio, cell phones, or other electronic communications to better its position in the rally.

1: PROCESS AND PROCEDURES

1.3: RALLY ADMINISTRATION

1.3.1: Registration: Rally registration will be open for at least one hour before the official start of any event; registration requirements may include proof of insurance, current vehicle registration, and valid driver’s license. Entrants must attest to a vehicle’s roadworthiness and legality; a technical inspection may be required. All competitors,

passengers, and control workers must sign the appropriate CCA insurance waiver(s). Minors (under 18) may be required to have a special waiver signed by their guardian(s).

1.3.2: Safety: Competitors must present themselves and their vehicles in safe, roadworthy condition. Contestants must drive in a safe manner throughout the event. Contestants observed driving recklessly or in a manner which may imperil the safety of occupants of their own vehicle, other participants, or the public will be subject to disqualification from the event in progress and may be refused entry to subsequent event(s). Any contestant cited by a recognized law enforcement agency for a moving violation during the course of the event will be automatically disqualified. Participants and passenger(s) are required to wear seatbelts for the duration of the event.

1.3.3: Categories of competition: Unless otherwise specified by chapters, the following competition classes will be used in BMW CCA rallies:

- A: Computer: Any type of rally computer is allowed.**
- B: Equipped:** Any type of navigational device, calculator, or computer is allowed except for aftermarket rally computers which calculate a vehicle's perfect time according to inputs generated by the vehicle's motion. BMW On Board Computers are allowed.
- C: Unequipped:** Only pen, paper, any timepieces, and stock
- D: Historic:** Vehicles of a model year 25 or more years before the current calendar year; any mechanical rally equipment, any calculating device, and any odometer is allowed.
- E: Novice:** Awards may be presented within each class to those rallyists who have completed fewer than ten TSD rallies and who have not previously finished in the top three positions of any TSD class.

1.4: DRIVING THE TOURING RALLY

1.4.1: Precedence of instructions

- A: Emergency instructions** take precedence over all other instructions. Whenever emergency instructions are used, one member of the rally team must sign an acknowledgment that they have been given the instructions.
- B: Checkpoint slips:** Instructions on timing-control checkpoint slips must be executed immediately at the timing control (checkpoint) or at a point or time specified in the instruction. These instructions take precedence over numbered route instructions (NRIs or RIs).
- C: Numbered route instructions (NRIs or RIs)** provide the specific directions to guide competitors along the rally route.

1.4.2: Understanding the RIs

Each written route instruction in the RIs which guide competitors through the rally course consists of a command to execute some action which will affect competitors' route or timing, and an indication of when or where that instruction is to be executed. Instructions may change the assigned speed, or require a change of direction at an intersection, or both. An instruction may require execution at a specific point or call for action to be taken over a certain time or distance. Instructions are carefully written to include terms specifically defined in the **glossary** (Appendix A) of these general instructions; those terms have exact, specific meanings when used in written route instructions. Text within parentheses (such as this) is supplied as clarifying comments only; any action suggested within parentheses, while probably helpful, is not mandatory.

Numbered route instructions are to be executed in ascending numerical order. Each numbered route instruction is executed at its first possible action point and completed in its entirety before any part of the next numbered route instruction may be considered. However, while all written route instructions are independent of each other, and each must be completed prior to the execution of the next, distances provided for the completion of **add time (pause)** or **subtract time (gain)** time-adjustment instructions such as *Add 1.50 during the next 6.88 miles* may overlap one or more subsequent instructions. Rallies which do not follow this exception—that is, which require the completed passage of time as well as distance before the next instruction can be considered—must so indicate in their supplemental instructions with a phrase such as “no time overlap.”

Signs used in route instructions will be identified by enclosing the reference in quotation marks (“like this”).

Every instruction requiring a change of direction will include official mileage and some other indicator of the correct route, such as a street name or visual reference.

Each numbered route instruction may contain one or more executable instructions; those to be performed at that point must be separated by commas and/or the word **and**. Any instruction to be executed at a subsequent point, but before another NRI, must be separated by semi-colons and/or the word **then**.

In addition to written route instructions, **Alpine** instructions (also known as **tulips**) may be used to direct the route. An alpine instruction is a diagram drawn to represent an intersection or group of intersections as closely as possible. A dot or a ball indicates the point from which the competitor enters the intersection(s) and an arrowhead indicates the road on which the intersection(s) is(are) to be exited. If more than one legal route exists at the intersection(s), the shortest legal route through the intersection(s) is to be taken. Speed changes associated with alpine instructions are to be executed at the first intersection in the diagram. If a reference point is part of the instruction, its location is noted in the alpine diagram.

1.5: REFERENCE POINTS AND ACTION POINTS

1.5.1: Reference points: A **reference point** is a point which can be located by the rallyist and used to determine immediate or subsequent actions or calculations. Reference points include intersections, given mileages, signs, and landmarks (see *signs and landmarks*).

- A:** A reference point consists of a specific identifiable mileage or a sign or landmark at a specific point on the rally course; the same landmark may comprise several reference points during the rally.
- B:** A reference point for a route instruction will occur at a mileage greater than that of the action point marking the end of the previous route instruction.
- C:** Each reference point in a sequence (e.g. Left after second “BRIDGE”) must occur at a mileage greater than that of the previous reference point in the sequence.
- D:** The same reference point will not be used for two consecutively numbered route instructions.
- E:** Route instructions which are accompanied by official mileage must be executed at that mileage regardless of reference points or landmarks.
- F:** A change of speed executed with a change of direction is to be executed as you commence the turn.

1.5.2: Action points: A route instruction can only be executed at one of two points: at an intersection where the route instruction directs competitors off the main road, or at the indicated point where they are to take some action—such as a speed change or pause (add time)—but where no change of direction is specified in the route instruction. This

point where a route instruction is to be executed is the **action point**. The location of the action point may or may not coincide with the location of the reference point; for example, in the instruction *Left after “Toshiba”* the sign reading “Toshiba” is the **reference point** and the intersection where the left turn is executed is the **action point**.

1.5.3: Impossibility: Since each route instruction is to be completed in its entirety before subsequent instructions may be addressed, the route instructions will not contain any instruction which cannot be executed. This rule does not apply to extraneous instructions which follow the end of a leg, whose purpose is to obscure the location of the leg-ending control.

1.6: LANDMARKS AND SIGNS

1.6.1: A **landmark** is a physical object, building, or geographical feature found at any one point on the rally route. All referenced landmarks must be accompanied by an official mileage, have a legible identifying sign or label, or be defined in the glossary of these general instructions or the glossary of the event’s supplemental instructions.

1.6.2: A **sign** is any object at any one point on the rally route on which words, letter, numbers, and/or symbols are written, printed, painted, embossed, inscribed, or otherwise marked. Signs will be identified in route instructions by enclosing the reference in quotation marks (“like this”). Quoted signs will appear exactly as represented in route instructions with respect to spelling, punctuation, and case, and may or may not include graphic symbols. The words “stop” and “yield” when in quotes will not refer to official stop or yield signs but may refer to signs affixed to the same pole as a regulatory stop or yield sign.

- A:** Street signs: Conventional street signs, stop signs, and yield signs are not considered to be signs and will not be placed in quoted form. Street signs may be found on the left or right without specific indication in the route instructions. Abbreviations or variations of prefixes and suffixes and capitalization and punctuation are to be disregarded on conventional street signs.
- B:** House numbers, utility pole identification letters and/or numbers, mail boxes and newspaper boxes, graffiti, political posters, signs on vehicles, and signs on the roadway itself will not be used unless specifically identified in the route instructions.
- C:** All or any prominent part of a sign may be quoted; however, no intervening words, letters, numerals, or symbols will be skipped, split, combined, or re-ordered. Hyphens and dashes are considered integral parts of words, letters, and numerals. Signs are read from left to right, top to bottom, or in the sequence presented on the sign.
- D:** Signs used as references may be on the left, right, or overhead; but signs other than those appearing on the right—which may be approximately perpendicular to your line of travel, approximately facing you, or at any angle in between—must be so identified. Exceptions will be specifically described in the supplemental event instructions. Speed control signs will be used only when they control the rally road.
- E:** Subsequent signs or landmarks in a sequential series must have a mileage higher than previous signs or landmarks in the series; e.g., in the instruction *Left after second “Julius”* the first “Julius” sign must be encountered at a lower mileage than the second one. Since specific signs and landmarks are integral with their mileage, the same “Julius” sign in the example could be both the first and second reference if the rally looped around to pass the sign a second time.

Note: Since the rules for signs are so specific and exact, rallymasters often use them to create “traps” which are not an element of a touring rally. In those “trap” events, competitors are to understand that any differences between the written reference and an actual sign (e.g. missing punctuation, spelling discrepancies, or capitalization) render the sign ineligible as a reference; in touring rallies, such discrepancies should be ignored. In determining the proper point of reference or action, official mileage takes precedence over the location of identifying landmarks or signs.

1.7: INTERSECTIONS

Each junction of existing roads at grade level from which an exit via either of two or more legal rally roads is possible without a U-turn constitutes a separate intersection or route possibility (see glossary).

1.8: PRIORITIES FOR DETERMINING THE PROPER RALLY ROUTE

Touring rallyists are not burdened with the necessity of determining the proper route to be traveled by rally traffic; unless specifically directed to change their direction of travel at an indicated point, rallyists are to follow any road onto which they have been directed by name or number; otherwise they are to follow the route indicated by road arrows or painted centerline. If there are no road arrows or centerline, they are to proceed as straight as possible.

U-Turns: No uninstructed U-turn(s) will be necessary to follow the rally course.

1.9: TIMING CONTROLS (CHECKPOINTS) AND PROCEDURES

A TSD touring rally may feature open or closed timing controls—commonly called checkpoints—in the TSD sections, with each control defining the completion of a single leg. In a rally featuring **open** controls, competitors will stop at each control, identified by an official control sign (which will be displayed at registration) on the right side of the rally route. Competitors do not stop at closed or “passage” controls, where workers time each car as it passes.

1.9.1: Closed controls: Pause time of at least one whole minute must be provided between closed controls within a multi-leg section or at the beginning of each new leg following a single closed control. Since all closed-control legs are timed from the same start of a multi-leg section, to minimize “double jeopardy,” the minimum pause between closed controls will increase by half a minute for each control in such sections; i.e., minimum pause of one minute between the first and second controls, 1.5 minutes between the second and third, and so on.

1.9.2: Open controls: Competitors are to stop at officially marked open controls (checkpoints) to receive checkpoint slips and/or other pertinent rally information.

A: Check-in procedures: Rallyists are to drive past the control sign, which serves as the official “in” marker, and proceed past the timing control (usually a worker’s vehicle), where they are to park out of the way of following traffic. One member of the rally team is to return on foot to the control to submit the time card (plus a “bought-time” request, if necessary) and receive their arrival and departure times. Then the team will proceed to the end point of the leg (called the out-marker; this may coincide with the control itself or be farther along the rally route), where they will begin the next leg.

B: Checkpoint slips: Open controls may issue checkpoint slips to provide information to assist rallyists in verifying their status. This information may include:

- The number of the control
- Official mileage at the control
- The car number of the arriving competitor

- The arrival time (the “in” time)
- The official calculated time it should have taken to reach that control from a previous point (target time)
- The time allowed to reach the end point of the leg (“dead” time) or the official restart time at that point
- Any additional time (“add time” or pause) assigned by the control crew.
- Any additional penalty points assessed by this control
- The numbered route instruction to be followed at the out-marker
- Any additional information necessary to reach the out-marker
- Any additional instructions to be executed before or after reaching the out-marker

C: Pause: Each competitor will have at least one full minute of time at the end of each leg before beginning the next one; this time may or may not be taken while at the open control. The “out” time from the control, or the “start time” for the subsequent leg, may be assigned by control personnel or automatically calculated from the “in” time. These procedures must be clearly indicated in the supplemental instructions to the rally.

1.9.3: Route controls: Competitors are to stop at all route controls indicated by an official route control sign located on the right side of the road on which they are traveling. Official route control signs will be displayed at registration, or route controls may display official control signs. At a route control, competitors may receive supplementary instructions which must be executed before returning to the route instructions. Route controls may be encountered in any section of the rally except for the odometer check and will follow the same procedures for pause time as other open controls.

APPENDIX A: GLOSSARY

The words and abbreviations listed below have the following definitions when they appear in route instructions—capitalized or not—unless they are in quotation marks (“ ”). All other words are understood to have their common dictionary definitions.

ACTION POINT: The point at which a route instruction can be executed

ACUTE: A turn significantly greater than 90 degrees

ADD TIME: Extra time to be included in TSD calculations; the same as *pause*

API: After previous instruction; after the most recently executed route instruction

AFTER: The first point beyond the referenced sign or landmark at which the instruction can be executed

AT: In the immediate vicinity of a referenced sign or landmark

BEAR: To execute a change of direction significantly less than 90 degrees; e.g., *Bear left at Y*

BEFORE: The last point prior to the referenced sign or landmark at which the instruction can be executed

BFZ, BEGIN FREE ZONE: Notification that a subsequent portion of the rally is free of timing controls; unless otherwise specified, a free zone continues until it is cancelled with the instruction *End free zone*

BLINKER: An intersection controlled by a conventional traffic caution or stop blinker(s), capable of operating as a blinker(s) only. May be off.

BOGEY TIME: The calculated time of arrival of Car Zero at a given point in the rally

CAR ZERO: The theoretical “phantom car” used to determine rally starting times and bogey times; if an official start time is given as 6:00:00, then the first actual rallyist, Car #1, would start at 6:01:00.

CROSSROAD: A crossing of two legal rally roads. A crossroad is an intersection and the roads may cross at any angle.

CSD: Change average speed **down**

CAST: Change average speed to (sometimes CAS)

CSU: Change average speed **up**

DEAD TIME: Time between arrival at a control and the starting time for the subsequent leg is considered “dead” time and is not used in rally-time calculations; it is absorbed as a transit between the control and the out marker.

DEAD MILEAGE, DEAD MILES: Mileage between a control and its out marker is considered “dead” mileage and is not used in calculating rally time.

DEPARTURE: Used in some venues to mean *deviation*

DEVIATION: A change in course off the main road (see L, LEFT, R, RIGHT, S, TURN) at an intersection. Route instructions may contain more than one deviation. In touring rallies, it is synonymous with *turn*.

DYS, DIYS: Do-it-yourself time control. At a DIYS reference, rallyists record their arrival time on their scorecard as their “in” or “end leg” time. The “out time” or next “start

leg” time is recorded as the sum of this “in” time plus two (2.00) minutes unless other procedures are provided in event supplements.

EFZ, END FREE ZONE: Notification that a free zone has ended and that subsequent portions of the rally may contain timing controls

END TIME, END LEG TIME: see *in time*

FREE ZONE: A portion of the rally route in which there are no timing controls and thus no need to remain exactly on time at all times within that zone; time calculations for the passage of free zones are the same as for other portions of the rally

GAIN: To make up a specified time during a specified distance; the gain time is subtracted from the time required at the given speed to traverse the specified distance. The specified distance in which a gain is operative will be free of timing controls (checkpoints) or route controls.

HTS: Hard to see

KEEP: To maintain direction while avoiding alternatives, e.g., *Keep right at Y*

INTERSECTION: Any meeting or crossing of two or more legal rally roads from which the rally vehicle could proceed in more than one direction without U-turning

IN TIME: Arrival time at a timing control

L, LEFT: Left deviation of any angle off the main road

LEG: A portion of the rally from a given starting point to a timing control

NRI: Numbered route instruction

OBSERVE: To visually note and pass a sign or landmark

OFFICIAL MILEAGE: The mileage provided by the rallymaster in the RIs. All TSD calculations are based on official mileage.

OFFICIAL TIME: The time-of-day provided by the rallymaster before the start of the rally. Whenever possible, official US time services such as WWV or WWVH will provide the time source, but in any case, all TSD calculations are based on official time.

OUT MARK, OUT CONE, OUT MARKER: The point at which rallyists commence a new TSD leg. The out mark may be the same as the “in” mark at a control, or it may be some distance from the control; in either case, out time (subsequent leg start time) commences at the out mark. Rallyists may be instructed to zero their odometers at the out mark or note its official mileage. Time for leaving the out mark may be determined by one of several methods; see **Appendix B**.

OUT TIME: Official time to leave a timing control or begin a new leg; may be derived from calculations based on in-time or assigned by control personnel. (Time for leaving the out mark may be determined by one of several methods; see **Appendix B**.)

PAUSE: A time allowance to be included in the calculated leg time. A pause does not cancel a speed change or void a route instruction.

RALLY MILES, RALLY MILEAGE: See *official mileage*

RALLY TIME: See *official time*

R, RIGHT: Right deviation of any angle off the main road

RI, RIs: Written route instruction(s)

SECTION: A portion of the rally containing one or more TSD legs. Sections begin at a specified time-of-day and usually end with a time break; day rallies often have morning and afternoon *sections* separated by a lunch break.

SIDE ROAD, SIDEROAD: An intersection at which the contestant can turn in only one direction

SIGNAL: An intersection controlled by multi-light traffic signal(s) which may be operating as blinker(s) or may be off

SOL: Sign on left

START TIME, START LEG TIME: see *out time*

STOP: An official highway stop sign at which the contestant would be legally obliged to stop

SUBTRACT TIME: Time to be removed from TSD calculations; the same as *gain*

T: An intersection having the shape of the letter T as approached from the base. It is not possible to execute the instruction S (straight) at a T.

TIME ALLOWANCE, TIME DECLARATION, TIME ADJUSTMENT: Additional time added by a rallyist during a TSD leg to account for delays; these declarations are made for X number of whole minutes plus thirty seconds. If there is a penalty for the use of time declarations, it must be indicated in event supplements.

TRUNCATED: A truncated number is one that has been shortened by *dropping* excess digits instead of *rounding*; e.g. 34.75 seconds would round up to 35, but would be truncated to 34 seconds.

TRANSIT: A part of the rally in which no timing controls (checkpoints) or route controls are located and for which there is no stated average speed. Route instructions apply, but rallyists may leave the route for rest or refueling stops. Time allowed in transit zones is included in the total time for the leg.

TURN: A deviation from the main road. Some venues define any change of direction as a turn, while others use terms such as bear or acute to describe turns other than those of approximately 90 degrees. In touring rallies, *turn* is synonymous with *deviation*.

Y: An intersection having the shape of the letter Y as approached from the base. It is not possible to execute the instruction S (straight) at a Y.

YIELD: An official highway yield sign at which the contestant would be legally required to yield

ZERO: Transitive verb: an instruction to reset rally odometers to zero. Noun: a desirable leg score.

ZERO CAR: See *car zero*

APPENDIX B: ALTERNATIVE OPEN CONTROL (CHECKPOINT) PROCEDURES AND OUT TIMES

The supplemental instructions for each rally must include clear instructions for proper checkpoint procedures, including the method for determining how much “extra time” competitors are allowed once they encounter an open control—the difference between their arrival time (in time) at a control and their starting time for the subsequent leg (out time). Most leg-starting times are derived from the in-time at the previous control; they are often called “out times” from that control, but they may actually refer to official time at a marker some distance from the control.

Competitors may be given varying amounts of extra time at a control if their out times are specifically assigned by control personnel. In other cases, they may have to calculate their own out times using information on control slips or by executing standard procedures outlined in supplemental instructions. A rally may use one—but only one—of the following “out time” methods:

Assigned out time: Competitors are given an assigned time-of-day at which to restart the rally from the out-marker. This method requires the attention of control personnel; its advantage is that it allows control workers to spread out a bunched-up field of cars by assigning specific out times no closer than one minute apart. This time is recorded on each competitor’s scorecard by control personnel. There must be at least one whole minute between arrival and out times. Note that all assigned out times from out-markers or controls should occur at the beginning of the minute.

Dead time, top-of-the-minute: The “dead time” method is used in rallies where out-markers lie at various distances from the controls; one out-marker may require a greater time to reach than another, so these times are indicated on each control slip. The actual time between arrival and the top of the next minute is ignored. Besides providing a few extra seconds of “dead” pause time, one advantage to this method is that the control personnel can easily contend with “bunched up” cars by assigning extra add times—in whole minutes—to spread them out. Competitors determine their proper “out” (restart) time at a the out-marker by adding the specific “dead” time for that control (plus any “add time” assigned by the control crew) to the next whole minute of their whole arrival minute. For example, if a team had an actual arrival time of 11:04:15, a “dead” time of 5, and an “add time” of 1, the official time to begin the next leg from the out-marker (the end point of the current leg and the starting point for the following leg) would be 11:05:00, plus 5, plus 1, or 11:11:00. Note that these out times from out-markers or controls will always occur at the beginning of the minute.

Plus two: The two “plus two” methods are ideal for rallies in which each control’s out marker is in close proximity to the control. Competitors determine their proper “out” (restart) time at a control’s out-marker by adding a standard “dead” time—usually two whole minutes, hence the “plus two”—plus any “add time” assigned by the control crew to their arrival time; thus, if the control slip showed an arrival time of 11:04:46 and an “add time” of 3, the official time-of-departure to leave the control (the end of the current section and the starting point for the following section) would be 11:04:46 plus 2, plus 3, or 11:09:46. Again, one advantage is that the control personnel can deal with “bunched up” cars by assigning extra add times to spread them out; another is that as long as the method is consistent, competitors can quickly adopt a routine. The disadvantage, especially for beginners, lies in re-starting at a time other than the top of the minute.

Plus two, top-of-the-minute: The actual time between arrival and the top of the next minute is ignored. Competitors determine their proper “out” (or restart) time from a control by adding a standard “dead” time—usually two whole minutes—plus any “add time” assigned by the control crew, to the top of the next minute from their arrival minute; thus, if the control slip showed an arrival time of 11:04:45 and an “add time” of 3, the official time-of-departure to leave the control (the end of the current section and the starting point for the following section) would be 11:05:00 plus 2, plus 3, or 11:10:00. Note that by this method the arrival seconds (or hundredths) are ignored and all out times from out-markers or controls occur at the top-of-the-minute mark.