

Houston Region SCCA
Solo Operations Manual



2018 Edition

Houston Region SCCA Solo Operations Manual 2018

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Section 1 - Solo Committee

Solo Committee

The Solo committee will consist of fifteen (15) positions, all Chiefs. One person may fill more than one position, but only holds one vote. The committee reserves the right to replace any committee member who doesn't perform their duties or misses three (3) consecutive meetings. Nominations for committee positions will take place in September with voting held in October. New committee positions start November 1. Starting November 2003, committee members will not be charged for regional events.

Voting

At the monthly meetings it will take nine (9) votes (which does not include the ARE-S, who is the tie breaker) to make any rule changes or to pass a motion. This would be a 2/3rds vote. The ARE-S will be by forfeit, vote for any and all committee members not present at a scheduled Solo meeting. Only committee members can vote.

Committee Member Responsibilities and Tasks Defined

Assistant Regional Executive-Solo (ARE-S)

The ARE-S is responsible for the outcome of the Solo program. This doesn't imply, however, that the ARE-S must do all of the work to execute a successful program. The ARE-S will serve on the Houston Region Board and should attend all club meetings. The ARE-S must develop a schedule and budget for the year and submit it to the Board at the December meeting. The ARE-S is responsible for submitting a bid for a National Tour, ProSolo, and/or Divisional, if the Solo Committee so chooses. The ARE-S should keep up with rule changes and points of interest as printed in Fast Track. The ARE-S will submit the sanction applications for each Solo event, acquire the insurance certificates and ensure that the Solo Safety Steward and site manager received copies. The drivers meetings at Solo events will be conducted by the ARE-S. Tasks may be delegated as necessary.

Past Assistant Regional Executive-Solo

The past ARE-S will assist the current ARE-S when needed and fill in at meetings or events when the ARE-S cannot be there.

All chiefs are responsible for providing a budget for their project expenses for the year to the Solo committee for approval.

All chiefs are responsible for attending all Solo committee meetings and participating in voting and discussions.

Chief of Workers

Update the worker check off sheet, making it current with existing needs.

Be at the event site before registration opens.

Determine from the course map how many workers may be needed.

Determine from Run/Work order what classes run when.

Sign up workers at registration.

Verify that entrants work and report anyone who does not work to Timing and Scoring for disqualification.

Chief of Registration

Print blank entry forms and obtain SCCA membership forms from SCCA prior to the event.

membership forms can be ordered from membership@scca.com

Obtain a list of permanent car numbers from on-line registration before each event.

Recruit an adequate number of registration workers for the event.

Develop and deploy a process for check-in on on-line registered entrants.

Keep up with rule and class changes and keep a current SCCA Rulebook on hand for reference.

Be at the site early enough to set up the registration trailer and be ready to open registration at the published time.

Ensure that all registration forms are filled out properly.

Provide an account of all money transactions to the treasurer following the event.

Chief of Timing and Scoring

Ensure all necessary timing equipment is at the event. This includes computer, Chronomix, timing lights, and all necessary supplies, such as Chronomix ribbons and paper rolls, pens, laser printer cartridges, and paper.

Print and post times

Results MUST be printed at the end of each heat.

Print PAX results at the end of the morning and afternoon sessions.

Print class results for trophy presentation.

Assign Championship Series points based on event results.

Post "year to date points" at each event and to the web.

Send class and Pax results to the web master, or post on the web, no later than the Monday evening following the event.

Deputy Chief of Timing and Scoring

Replace all battery packs for the timing lights, as necessary.

Enter the walk-up registrations into the timing computer.

Support the Chief of Timing at events.

Maintain the radios. This includes collecting, inventorying, cataloging, and replacement of radios as well as replacement of batteries as needed PRIOR to the event.

Chief of Tech

- Conduct at least two annual tech clinics per year.
- Arrange for spot checks of annual tech participants at Regional Events.
- Maintain annual tech logbook for the Region.
- Print and distribute annual tech cards and vehicle inspection stickers.
- Conduct monthly safety (tech) inspections of REGISTERED vehicles not participating in the annual tech program per section 3.3.3 of the Solo Rules.
- Verify helmets are in compliance with Solo rule 4.3.1.
- Verify that numbers and class letters meet regional requirements.
- Open tech 15 minutes after event registration and keep it open until 15 minutes after registration closes or per published schedule as appropriate.
- Supply an adequate supply of monthly tech inspection stickers easily distinguishable from month to month.
- Have on hand extra annual tech stickers.
- Maintain a supply of 8.5 x 5.5 paper class letters, blank paper and chisel point markers for numbers, and painters tape, which is put out and made available to competitors on event day.
- Maintain tech supplies, clipboards, and simple hand tools for removing hubcaps, tightening batteries, etc.
- Keep tech inspection form current per SCCA Solo and regional rules.
- Ensure an adequate supply of tech forms is available for each event.
- Conduct spot checks of vehicles and helmets in each grid to ensure each has been teched. Inspect those that have not been teched.
- Impound helmets not in compliance with 4.3.1 (shared duty with SSS).
- Provide FastTrack synopsis to Solo committee at committee meetings.

Chief of Equipment/Course

- Manage delivery and return of trailer to events and set up days.
- Maintain trailer, license tags, and keep trailer efficiently organized.
- Purchase flour, soap, crayons, spray chalk, gasoline, and other consumables as necessary.
- Ensure water is available on set up days.
- Coordinate set up and tear down days, ensuring adequate labor is available. It is not incumbent upon committee members to act as set up and tear down labor, but committee members should and are encouraged to actively participate in event set-up and clean-up activities.
- Ensure annual equipment evaluation is conducted.

Chief Safety Steward

- Display the insurance certificate at the event.
- Ensure a licensed Solo Safety Steward is on duty at all times during the event per the Solo rules and is clearly identifiable, such as through the use of a brightly colored safety vest, and the acting SSS is announced at the beginning of each heat.
- Ensure fire extinguishers, loaner helmets, and red flags are available at the event site and in serviceable condition.
- Approve the course and the conduct of the event for SAFETY.
- Ensure an emergency action plan is available for the event and coordinated with the site owner.
- Ensure First Aid is available at the event site.
- Ensure all SCCA safety rules and policies applicable to Solo events are enforced to the best of one's ability as allowed by circumstances.

Secretary/Chief of Trophies

- Supply a copy of the Solo meeting minutes to the ARE-S and the newsletter editor.
- Verify the Solo meeting reservations and notify committee members of any meeting changes.
- Keep a file containing a copy of the minutes of each meeting and have the file available at committee

meetings.
Verify the Solo section of the Houston Region website is updated with accurate event dates, meetings, and contact information.
Order and keep a running inventory of trophies.
Bring trophies to the event.
Perform trophy presentation after the morning and afternoon sessions.
Coordinate voting for annual trophies at Solo committee meetings (section 2).
Select types of jackets and trophies for year end awards and obtain Solo committee approval.
Order and manage engraving of year end trophies.

Treasurer

Ensure a supply of appropriate change currency equaling \$250 is available at registration on each event day.
Supply an event financial report to the ARE-S prior to each board meeting.
Provide reimbursements for approved expenditures. No money will be paid without the approval of the ARE-S and a signed receipt.
Manage the deposit and accounting of revenues.
Keep an account of the budget for the year and be able to produce a year end report.

Chief of Rookies

Conduct a rookie walk through of the course and convey safety, procedural, and proper conduct information to rookies for each session.
Manage the Houston Region Solo Rookie program per section 4.
Provide a rookie helper at registration to assist and answer questions for first-timers.
Develop and conduct at least 1 Houston Region Rookie Skool each calendar year.
Develop, implement, and update a web based communication package that more effectively educates rookies.
Between events, answer questions from potential rookies and entrants.

Chief of Web/Communications

Maintain accuracy of event dates and times on the website.
Perform moderator duties on Houston Solo e-mail group list.
Integrate new information as requested by ARE-S to the Solo section of the Houston Region website.
Coordinate the addition of event results, course maps, meeting agendas, and other recurring updates for the website.
Update the Solo registration calendar for the following year by November 30.

Chief of Waivers

Maintain a supply of wrist bands.
Blue - members
Red - non-members
Black – junior
Ensure an adequate supply of waivers is available at each event.
Verify that all waivers used at an event are correctly signed, witnessed, and completed, including the event designation, location, date, and all required signee and witness information.
Ensure, to the best of one's ability and as allowed by circumstances, that each competitor, non-competitor, and visitor to an SCCA Solo event signs the waiver.
Ensure that each waiver worker understands their duty and responsibility.
Have the waiver station(s) set up and ready to go when registration opens at each event.
Ensure waiver workers are on duty from the time the gate or site is opened until the event has been completed.
Ensure waiver workers are SCCA members and have been recruited, trained, and assigned in cooperation with the Chief of Workers.

Store the waivers appropriately for the retention period mandated by the SCCA (currently 6 years).

Solo Social Events Coordinator

Organize periodic social gatherings to further the Solo program and it's social aspect.

NOTE: Chiefs may delegate duties or have an assistant, but the chief is ultimately responsible for listed duties.

Event Master

The event master must coordinate submittal of a course map at the Solo committee meeting which is 2 meetings prior to his/her event for committee approval. He/she should bring ~15 copies to the Solo committee meeting. The designated course designer should attend the course design school when it is held. At the event, the event master should make sure the course is set up and ready to run, including worker stations. The event master is responsible for the overall operation and running of the event. Event masters for the upcoming year are chosen at the October Solo committee meeting.

Section 2 - Awards and Trophies

Year End Award Points/Event Points

For determination of placing for the year end trophies in each class, the eight (8) best events count towards the total. A competitor must compete in at least seven (7) events in a single class and is required to be a SCCA member. As all competitors must be SCCA members, either yearly or weekend, any competitor is thus considered to be an SCCA member and eligible for an award if they meet the aforementioned requirements.

1st place = 12	5th place = 5	9th place = 1
2nd place = 9	6th place = 4	all other places receive 1 point
3rd place = 7	7th place = 3	
4th place = 6	8th place = 2	

Year End Awards

The competitor must compete in at least seven (7) events in a given class. In the event that no drivers have 7 events within the same class, no year-end trophies will be awarded. Champions in each class will be awarded an additional trophy (traditionally a jacket with the name and class embroidered). In the event that there is a tie based on points, then the driver with the most wins in head to head competition over the other driver is considered the champion. If, in the unlikely event, that also results in a tie, then the driver with the highest yearly PAX finish will be considered the champion. The mean PAX for each driver will include all the events in which that driver participated. In the highly unlikely event that the mean PAX for each driver out to three decimal places is the same, then co-champions for that class will be crowned. In the event of a year with a shortened schedule of only 11 events, the required minimum of events will be lowered to 6 and the best event count will be lowered to 7.

No. in class	No of trophies	No. in class	No of trophies	No. in class	No of trophies
1	1	8	3	15	5
2	1	9	3	16	5
3	1	10	4	17	5

4	2	11	4	18	6
5	2	12	4	19	6
6	2	13	4	20	6
7	3	14	5	21	6

Solo Driver of the Year

This is awarded to the Houston Region member who has exhibited a high level of ability, competitiveness, and success in Regional Solo competition during the current year. The recipient of the award is chosen by the Solo Committee using a combination of criteria to determine a short list of candidates. From that short list of candidates, a 3/4 vote by the Solo Committee is required for a candidate to win. The criteria will include PAX results, class winners and their winning margins, and the list will be representative of the region's Solo demographics. A competitor may not win the award two (2) years consecutively. The minimum number of events for this trophy are the same as for a class trophy (7 in a year with 12 events).

The Barry Ballard Award

This is awarded to the Houston Region member who displayed dedication to the sport of Solo in competition, working, and service above and beyond normal duties. The Solo Committee, at the October Solo meeting, chooses the recipient of the award by secret ballot. Only the previous year's recipient is to know the name of the winner. In cases where the previous years winner is not available the Solo RE or Trophy Chief will handle the details. The award may not be won two (2) years consecutively.

Norman Jackson Rookie Driver of the Year

This is awarded to a Houston Region SCCA member who, in their first full year of competition, meets the requirements needed to qualify for a year-end trophy. Besides exceptional driving, sportsmanship and enthusiasm for the sport are also considered. The Solo Committee chooses the recipient of this award.

Rookie Driver of the Year nominations are made by the Solo Committee using a combination of criteria to determine a short list of candidates. The criteria will include PAX results, class winners and their winning margins, as well as sportsmanship and enthusiasm for the sport of Solo. The list will be representative of the region's solo demographics. A subcommittee composed of the ARE-S, past ARE-S, trophy chief, will choose the winner from this list.

A rookie is a Houston Region member in their first full year of Solo competition. First full year of competition implies that the driver is in their FIRST FULL year of Solo competition, regardless of where they competed. A member is not eligible, for instance, if they had competed in Solo in another region for 2 years and then moved to the Houston Region and competed in Houston for a full year. The committee should strive to ensure this criterion is satisfied. The definition of a full year of competition is that the driver competed in at least 7 events during the calendar year. Drivers that have raced with the club for multiple years without attending events often enough in past years to meet the 7 event minimum are not the target of this award.

Sometimes, the only verification of this fact would be the drivers themselves, and this is to be considered proof enough. If driver verification is required, the verification should be performed without giving away the reason for the verification.

Sara Tooth Most Improved Drive of the Year

This is awarded to a Houston Region SCCA member who has improved the most in a calculation of previous year and current year PAX average. This will be calculated in a spreadsheet maintained by the Timing Chief and/or the Trophy Chief. The minimum number of events for the two years being compared is 5 events in each year.

Worker of the Day

This is awarded to an SCCA member who displays volunteerism above and beyond their normal work assignment. The performance period is not limited to the event day, but may include the set up and clean up activities as well. This is awarded for each regional event. There is no limitation to how many times a member may receive this award. This award does not have to be awarded for every regional event. Recipients of this award may also be considered for an annual Solo award.

Solo Committee members are not eligible for this award.

Nominees for this award are solicited from the Solo Committee and event master by the ARE-S following each regional event. The ARE-S and Chief of Workers will decide the recipient of the award from the list of nominees.

The recipient of this award receives one (1) free entry to a Houston Region SCCA regional Solo event and the option to waive a standard work assignment.

Section 3 - Houston Region Year End Solo Championship Run-offs

The Solo Championship Run-offs were first organized by Larry Peak in 2003. It is an informal championship, and, as such, is under the full authority of the event organizer. The event organizer decides the run-off format and field of entrants. Listed below are two formats used previously.

Format 1

Forty (40) Open Class drivers and eight (8) X Class drivers selected from the following requirements:
SCCA Members

Regional Class Champions that have qualified to receive a Series Championship Trophy

Remainder of the field to be filled from the year end Driver of the Year standings

All drivers will make two (2) qualification runs through the course.

If there are not enough volunteers to man the course, the forty-eight (48) drivers will be divided into two (2) groups for qualification purposes.

All eight (8) X Class drivers will move to the elimination rounds based on the NHRA style competition tree.

This will continue until two (2) drivers are left. These two (2) drivers will wait until the final drivers of the Open Classes are determined.

Based on the factored results of the qualification runs of the forty (40) Open Class competitors, the top 32 will move to the elimination rounds.

Odd numbered qualifiers will compete in Group 1.

Even numbered qualifiers will compete in Group 2.

For the elimination rounds, both Groups will run at the same time based on the NHRA style ladder until a single driver from each group remains.

At this point, there will be two (2) X Class drivers and two (2) Open Class drivers.

All four (4) drivers will make an UNTIMED warm up run.

The fastest of each pair will have the choice of running first or last.

All four (4) drivers will make a timed run (X Class runs first). The fastest X Class driver and the fastest Open Class driver will be crowned Regional Champions.

The two Regional Champions may run one more time for bragging rights as King of the Hill.

If needed, one group works while the other group runs.

Workers to be supplemented by volunteers from the afternoon practice event.

All cars will be available for inspection by all competitors for fifteen (15) minutes following the qualification runs. The ARE-S will establish a protest committee of three (3) members of his choosing. All protests must be filed with the Committee Chief prior to the start of the elimination rounds. Once the elimination rounds have started, no protests will be accepted.

Format 2

Fifty (50) drivers selected from the following requirements

SCCA Members

Regional Class Champions that have qualified to receive a Series Championship Trophy

Remainder of the field to be filled from the year end standings

The fifty (50) drivers will make two (2) qualification runs through the course.

Based on the factored results of the qualification runs, the top 32 move to knock out eliminations.

Round one will knock out the slowest sixteen (16) drivers.

Round two will knock out the next slowest eight (8) drivers.

Round three (Semi-finals) will knock out four (4) more drivers leaving four (4) drivers in the final round.

All four (4) drivers will then make a timed run with no results released. The fastest driver will be the 2008 Regional Solo Champion.

All cars will be available for inspection by all competitors for fifteen (15) minutes following the qualification runs. The Asst. RE Solo will establish a protest committee of three (3) members of his choosing. All protests must be filed with the Committee Chief prior to the start of the elimination rounds. After the elimination rounds are started, no protests will be accepted.

Section 4 - Houston Region Novice Program

The goals of the Houston Region Novice Program are to

Promote safety at each event.

Allow for a more efficiently run event.

Improve a Novice's driving skills.

Make for a fun event.

Help acclimate the Novice to the Houston Region and SCCA in an effort to increase Solo participation.

A Novice is anyone that identifies themselves as having participated in 3 or fewer autocrosses (Solo events).

The Houston Region will strive to ensure that every novice

Participates in the rookie walk through of the course.

Rides with an experienced driver before driving the course.

Drives with an instructor in the passenger seat the first time on course.

Drives with an instructor on subsequent runs at the discretion of the instructor or Chief of Rookies.

Novices and their vehicles are identified by a novice designator, such as a letter N, on their windshield or other conspicuous location to help ensure that they receive the attention necessary to provide for a safe, fun event.

Second and third time entrants are encouraged to participate in the Rookie walk through.

Instruction will be provided to second and third time entrants when mutually agreed between the entrant and the Chief of Rookies.

Novice Class

The Novice Class is intended for beginner and novice autocrossers with less than a year's experience.

You have advanced beyond the Houston Region Novice Class and are NOT eligible for this class if you have:

- Competed in 3 or more events *
- Have won the Houston Region Novice class more than twice or won a novice class with more than 3 entrants or earned regular season trophies
- Have more than 3 events of autocross experience from another region or sanction. (Let's give the real newcomers a chance.)

*Some exceptions may be made at the discretion of the Rookie Chief and/or an instructor.

Class Rules:

These rules are in addition to any normal class rules

Register in N (Novice Class on DLB Racing). There is no separate Ladies Novice class. Sorry Ladies :)

Street tires only (By SCCA definition: DOT with a tread wear rating of 200+)

Your car identification is class "N", along with your base class and the number you registered under.

For example, if you registered as number 5 CS, you would have "5 CS N" legibly on both sides of your car. This helps ensure that timing and scoring can correctly associate your times with you.

You are still responsible for knowing what base class your car would be in for registration purposes.

(Please see the class rules to determine this or ask the Novice coordinator to help you.)

Trophies will be awarded at each event, however there is no year-end trophy for this class.

Points do not transfer to any non-novice class.

This class does not correlate with the "Rookie of the Year" award, but it may help you get recognized as a newcomer!

The Rookie Chief and Solo Committee may make appropriate adjustments to the class rules if necessary to ensure fairness to all competitors.

What a Novice should expect to gain from this class:

The Novice Class was created to help people new to autocross have fun and learn from the very first event. This is a new sport for you, and we want to ensure that you are comfortable at all times. This class will help you to learn from an instructor, to show you some of the basic skills to get you started, and help you get all of your questions answered.

The Novice Class is designed to let all newcomers compete against each other, regardless of their car or preparation level. The [PAX](#) index is used to handicap the different classes and categories. Novice class drivers compete only against each other, scored by [PAX](#) indexing. Trophies are awarded for the Novice Class by the same system used for the open classes.

Most importantly, remember this is a Novice *Program*, a whole package for instruction and fun. It includes instructors, a guided course-walk, and rides with experienced drivers. We want to answer all of your questions and help you have fun.

Section 5 - Houston Region Practice Events

The Solo program will facilitate Practice events under the following guidelines. Practice events are not required and are chaired and organized by volunteers. Solo Chiefs are not required to support the practice events.

Goals and General Guidelines

Provide 4 to 6 Solo practice opportunities per year for a limited number of SCCA members on the Saturday before a regular event.

Structure the program to not require specific specialty chiefs to attend practice events.

Create a positive, predictable income, NEVER a loss.

Must be conducted in a manner at least as safe as a regular event.
Reward worker chiefs and set up crew for the extra time spent at the site putting on the practice.
Conduct the practice in a manner that does not interfere with set up for the Regional Event on the following day.
Practice events are scheduled by the Solo Committee.
Registration for Practice events will be held during the Regional Event prior to the practice and possible at the Solo Committee meeting prior to the event.
\$45.00 entry fee.
A minimum of 25 regular entries required.
A maximum of 40 regular entries allowed.
Ten (10) to twelve (12) runs per event can be expected on a somewhat shorter than normal, 30 to 40 second, course.

Practice Event Details, Structure, and Requirements

Registration

A practice event is open to SCCA members and will occasionally be conducted the Saturday before a regular event.
Attendance is limited to registered drivers, workers, and their guests.
Cost will be \$45 (\$5 for working chiefs and Regional Event set up crew).
Limited to forty (40) regular entries, up to twelve (12) working chiefs/set up crew, and ten (10) members on a wait list.
Competitors must sign up and pay in advance. A sign up sheet will be available at least one month before the schedule practice.
An entrant may cancel up to seven (7) days prior to the event via an e-mail to the event chair and receive a refund.
The event will be conducted rain or shine. The Houston Region may cancel a practice event on the Monday prior via a notice on the Solo Web Page, HouSCCA Solo Facebook group announcement, or e-mail and issue credits and/or refunds accordingly.
Entrants must sign up to work a one (1) to one and one quarter (1.25) hour shift sometime during the day of the practice event.

Restrictions

Visitors will be issued special wristbands to distinguish them from paid drivers.
Only paid drivers may drive. Paid drivers can practice an unlimited number of teched cars, but may only enter on car in the practice.
All cars must be teched.
One passenger per car MAXIMUM. Exceptions only when granted by the Solo Safety Steward on a case-by-case, run-by-run basis.

Event Set Up

Gates will open at 8:00 AM with the first car off at 9:00 AM. Finish time is 3:00 PM to allow time for the Regional Event set up.
Course designs will stress fundamentals.
Multiple courses may be set up and run concurrently.
Other separate exercises (not necessarily) courses, such as slaloms or a skid pad intended to aid in car set up, may occasionally be included.
Participants are asked to help mark cones at the beginning of the day and to help pick up the cones after the practice.
A "one stop" area for tech, waiver, and check in will be designated. A tech sticker will be issued for each car and a wristband for each paid driver.
Timing may not be provided.

Loaner helmets will be available.

Event Administration

Event chairs and worker chiefs will be assigned at the Solo Committee meeting.

Any Solo Committee member can volunteer for any of the working chief positions, to be filled on a first come basis, with the exception of the Chief of Safety. Only licensed Solo Safety Stewards (SSS) may volunteer for the 2 safety steward positions.

Balance of \$5 entries (5-7) are filled by any Houston Region Event set up crew member, as designated by the current Houston Region Chief of Course.

Worker Positions

Course: 18

Start: 6

Course set up: 3 (must arrive at 7:45)

Tech: 2 (must arrive at 7:45)

Registration: 1 (must arrive at 7:45)

Special duties: 10

No course working required-entrants must pick up their own slalom course and skid pad cones, if those exercises are included.

Chief Positions

Event Chair

Staff the sign up table between heats the one to two months prior to the practice or until sold out.

Secure a pre-approved course design. Make and distribute copies of the registration/worker assignment forms.

Handle cancellations and wait lists. Cancel the event if the attendance falls below break even.

Arrive by 7:45 to set up the practice course, test run it, and secure approval from one of the SSS's.

Have the entrants mark the course with minimal marks so not to be confused with the Regional Event marks.

Ensure the event starts on time.

Tech/Registration Chief

Must arrive by 7:45. Tech cars and helmets, direct waiver worker until the event starts, check in drivers and guests, and pass out special wristbands to drivers.

Conduct spot tech checks throughout the day.

Arrange for worker check in throughout the day, make sure only paid drivers compete.

Set Up Chief

Organize set up activities

Make arrangements for equipment to be on site.

Unload cones and set up boundary. Cull out 200 ugly cones by 8:00 AM for course set up.

String rope along trees on side of entrance road.

Set up stop box and grid as laid out on map. Direct course and grid tear down effort.

Help with worker check in throughout the day.

Safety Steward

2 minimum, unless SSS chooses not to run

Approve course the day of the event.

Confirm site is ready before event starts.

Work out schedule with each other such that one safety steward is always on duty. A SSS may not perform any other duties while acting as the SSS once the event starts.

Conduct the drivers meeting. Handle waiver duty once the event starts.

SSS may “cut in line” in order to get up to 10 runs in.

Section 6 - Regional Supplemental Rules

All events will be conducted within the scope of current SCCA Solo National Rules, except as noted herein.

Minors, 12 or older, or 57” or taller, to be allowed in the grid area. The exception is for children competing in Jr. Karts.

Competitors will get refunds so long as they have not taken a run.

Schedule: Twelve events, January - December.

Competitors who fail to pick-up or arrange for pick-up of their award by the next event will forfeit said award.

No class bumping.

Year End Awards will be presented at the SCCA Houston Region Annual Banquet, usually held in January. Those trophies not picked up at the banquet will be handed out at the next event.

Drivers Per Car: There is a maximum of 2 drivers per car per heat. This is to avoid event delays due to overheating and grid confusion.

Any competitor that doesn't work the event will be disqualified. He/she will receive no points or trophy for that event, the person disqualified would move to the bottom of the class, moving all others up in class. The disqualification shouldn't affect the number of competitors in that class for the basis of determining the number of trophy positions.

Tentative course approval will be given at the regular Solo meeting 60 days prior to the event (this will allow time to make any changes needed prior to the event by the Solo Committee and safety steward. The Solo Committee and safety steward at the event site will give final approval on the day of the event after the Event Master or designee has driven the course and stated that he/she has completed the set up of said course. Should the Event Master not comply with this rule or set the course design to the Solo Committee and safety steward's approval he/she will be disqualified and the Solo Committee members will appoint a new Event Master. Safety Steward has final approval of a course.

A competitor who doesn't use their permanent number for a six (6) month period may forfeit said number.

All members are required to display their class and car numbers as per the Solo rulebook; this may not apply to first timers.

There is a \$15.00 late fee over and above the entry fee for anyone registering after the close of registration. There will be NO registrations after the Driver's Meeting has started.

A subcommittee, comprised of the Solo RE, the Event Master, and the Chief of Technical Inspection, may re-class cars that are incorrectly classed. The subcommittee will address all misclassifications brought to their attention. Re-classing of cars will not be done after final results are completed on the day of the event. The subcommittee will take measures to avoid delays to the event when re-classing cars

X-Class: Designed to provide a class where the National level competitor can participate without causing the rookie competitor to get discouraged by being beaten by a wide margin. X-Class competitors are encouraged to be instructors. Historically, X Class, when it was a non-competitive class, was run in all heats and was used by drivers whose work assignment such as safety steward necessitated some flexibility in distributed run/work orders. Examples of this are scheduling Timing Chief and deputy Timing Chief in separate heats or in order to cover all heats with Safety Stewards. Since X-Class has become a competitive class where trophies are awarded the Worker Chief and organizer will make an effort to run the entire X class within a single heat, the same as all other competitive classes. Permission to run in X Class in a different heat requires a waiver from the Solo RE or the Event Chairperson for each event and/or person.

Double Entries are allowed on a limited basis to members.

DB entries are for timed runs only and do not count towards any trophies, points, etc. The

number of Double Entries (DB) allowed at each Regional event is solely at the discretion of the Solo RE. The Solo RE may disallow all DB entries at any regional event. Pricing will be as voted on by the Solo committee. Currently it is set at \$20.

For split session days: the entrant must run their normal class in the first session of the event and make the DB runs in the second session. All DB entrants will work at least once in each session and may be required to assist in pick-up at the conclusion of the event at the discretion of the DB organizer.

For single session days: a DB entrant will perform their DB runs in the same run heat in which they perform their competition runs. The entrant will perform their competition runs, replace their competition class letters with DB "class letters", and then perform their DB runs. They will line up in the double driver line and perform all their runs consecutively in sequence with the double drivers. A second work assignment or help with tear down is at the discretion of the DB organizer. If there are two drivers competing in the same car, in the same class, they will be ineligible for participating in DB. No pets are to be allowed at any events. If someone does bring a pet they will be asked to pit away from the main group the first time. The second time, they will be asked to leave and not bring the pet again.

Only one passenger, inclusive of an instructor, is allowed in a car while on course.

In the interest of increasing driver skill and the competitiveness of the Houston Region as a whole, any driver may take a ride at any time, before or after their competition runs. A driver may NOT perform practice runs or DB runs BEFORE their competition runs.

Nitrous oxide is not allowed under any circumstances. Cars with N₂O systems must have the systems disabled and the bottle removed from the car during competition.

Helmets are required for ANY navigation of the course.

For all events held at The Houston Police Academy, the minimum gate width shall be 12 feet. This will allow course designs which are better able to control vehicle speed.

Loaning equipment to other clubs is allowed but they must obtain approval from the Solo RE and agree that in the event the equipment is damaged they will pay for repair or replacement.

Section 7 – Houston Region Classes

HOUSTON REGION SCCA SOLO CLASS "STO" (STREET TOURING - OTHER): 2016

Houston SCCA Region's STO class is an unlimited class. The intent is to provide members the opportunity to compete at Houston SCCA Region's solo events on street tires with street legal cars that may be ineligible - due to excessive vehicle modification or restrictive classification - for any or all SCCA National Street Touring classes.

The logic behind the STO rules is unique. In virtually all Solo classes, if a modification is not specifically authorized, it is not allowed. In STO, a modification is allowed unless the modification is specifically not authorized. And the intent is to keep such restrictions to a minimum.

Vehicles eligible and legal for STO can be highly modified. Since it is mandatory for STO compliant cars to be legally registered for the street, participants are strongly encouraged to use common sense to insure their vehicles are safe on the road as well as in competition. And participants must insure their vehicles meet all relevant federal and state laws and policies pertaining to, but not limited to, safety equipment and emission control devices for vehicles registered for the street.

Although this is a regional class, participants and vehicles must still abide by all mandatory provisions spelled out in the active SCCA National Solo Rules and Regulations. Specific to vehicles in STO, these mandatory provisions pertain to, but may not be limited to, fundamental vehicle eligibility, vehicle safety, and fuel. The SCCA National Solo Events Board (SEB) has the right to change these mandatory provisions.

Finally, beware! A car modified to the extent allowed by these STO rules will most likely be ineligible for any or all National Street Touring classes and possibly ineligible for all other National Solo classes.

Vehicle Eligibility for STO

Cars running in STO must have been series produced with normal road touring equipment, capable of being licensed for normal road use in the United States and normally sold and delivered through the manufacturer's retail sales outlets in the United States. Cars must have been produced and have been sold through normal U.S. dealerships in quantities of at least 1,000 in a 12-month period in order to be eligible for STO. The entrant has the burden for proving his or her vehicle complies with these eligibility requirements.

Classification

There is only one class, STO. There is no parallel Ladies Class.

Vehicle Compliance with STO Rules

Entrants may run their cars in any configuration as long as the vehicle complies with the following:

- 1) Vehicle must be currently and legally registered for the street and have a current and valid state inspection.
- 2) Vehicle must compete on tires designed for highway use on passenger cars and meeting the following specifications:
 - a. Minimum UTQG Treadwear Grade of 200.
 - b. US Department of Transportation (DOT) approval.
 - c. May be shaved evenly and parallel to the axis of rotation, but may not otherwise be siped, grooved, or modified.
 - d. Have measurable tread depth (i.e., points where it is possible to obtain positive measurement values) at no less than two points which are 180 degrees apart around the circumference of the tire and which are in the center one-half of the tread surface
 - e. Not a recap and/or retread.

Vehicle Modifications Not Authorized in STO

Fuels and/or fuel additives not allowed in the National "Street Touring" category are not allowed in STO. The use of Nitrous Oxide is not allowed.

PAX Determination for STO

Being a unique, regional class, the data base required for STO PAX determination is limited. As a surrogate, the recognized PAX for the SCCA National Class SM, minus 0.020 points, will be used for STO. SM was selected because it is a National class with sufficient data to determine an annual PAX and it is similar in philosophy and vehicle eligibility to STO. The reduction of 0.020 points reflects the estimated performance difference between DOT approved, R compound tires allowed in SM and DOT approved, minimum 200 UTQG grade tires allowed in STO.

Maintenance of These Rules

These rules are under the control of the Houston Region SCCA Solo Committee. Only the Committee can authorize changes to these rules. The active set of rules will reside on the Houston Region SCCA web site under Solo (Autocross) - Rules/Classes. The rules and PAX will be revised annually, prior to January 1st of the following year. The Committee reserves the right to change the rules at any time if warranted. Changes will be announced in the Houston Region SCCA HouSCCA Solo Facegroup area on the houscca.com website.

Approved. Houston Region SCCA Solo Committee, July 7, 2015

Houston Muscle Class (HM) and Street Touring 300 (ST3)

To attract and retain new members to regional events by providing an affordable “run what ya brung” classes that specify a higher minimum tire treadwear rating, closer to that of original equipment tires, than SCCA Solo street tire classes currently allows. These tires are more likely to be found on the vehicles of car enthusiasts who daily drive their vehicles and are new to autocross.

Houston Muscle Rules:

Houston Muscle is a single class; there is no parallel ladies' class. Notwithstanding the rules explicitly listed below, HM shall adhere to same ruleset as Classic American Muscle class outlined in Appendix B of the 2018 SCCA® National Solo® Rules. Any vehicle eligible for CAM-C, CAM-S and CAM-T will be eligible to compete in HM. Any DOT tires with a minimum uniform tire quality grade (UTQG) of 300 is allowed, no exceptions. The PAX index of CAM-C, minus 0.010 points, will be used for HM. For example, the 2018 PAX index for CAM-C is 0.816, therefore the 2018 PAX index of HM is 0.806.

Street Touring 300 Rules:

Street Touring 300 is a single class; there is no parallel ladies' class. Notwithstanding the rules explicitly listed below, ST3 shall adhere to same ruleset as Houston Region STO class outlined in Section 7 of the Houston Region Solo Operations Manual. Any vehicle eligible for STO will be eligible to compete in ST3. Any DOT tires with a minimum uniform tire quality grade (UTQG) of 300 is allowed, no exceptions. The PAX index of SM, minus 0.030 points, will be used for ST3. For example, the 2018 PAX index for SM is 0.853, therefore the 2018 PAX index of ST3 is 0.823.