

**S.E. Division ECR Series
Guidelines to Standard Operating Procedures
2016**

The purpose of these guidelines is to provide continuity from year to year for the administration of the ECR series and to give a standard for procedures for the Series to all the regions of the SEDivision of the Sports Car Club of America.

1. PURPOSE

- 1.1 The purpose of the ECR Series is to provide and organize a regional endurance race series for the drivers of the Southeast Division.

2. THE ECR COMMITTEE

- 2.1 The ECR Committee is responsible for the development of rules, standards and procedures for the scheduling of ECR events and is responsible to the RE's of the Southeast Division. The Liaison between the RE's and the ECR Committee is the ECR Administrator whose job description is listed in Section 10.
- 2.2 The purpose of the ECR Committee is to provide the cooperative leadership and organization to the Series, to develop and enforce the Series rules and to provide for continuity and consistency within the program. The ECR Committee does not govern car class rules, race groups, or anything that does not pertain to the perpetuation and continuity of the Series.
- 2.3 The Southeast Division Executive Steward shall appoint the *three (3)* ECR Committee members.
- 2.4 The ECR Liaisons
1. It is recommended that each region appoint an ECR Liaison to interact with the ECR Committee.
 2. The representative is responsible for relaying information from the home region to the Committee and from the Committee to the members of the Region. The liaison shall inform the RE of the home region of all ECR activity. The liaison may have an alternate. The liaison or alternate may be required to attend the ECR Committee meetings.
 3. The liaison is responsible for the ECR related conduct of the home region and sees that all ECR requirements are carried out in the home region.
 4. ECR Committee meeting shall be restricted to the ECR committee members and liaisons or their designated alternates. Guests may attend with prior approval of the Administrator.
- 2.5 The ECR Committee *may* recommend the Series Chief Stewards to the SEDiv Executive Steward. The Executive Steward shall appoint those individuals.
- 2.6 The Southeast Division Executive Steward shall appoint the ECR Administrator with the approval of the ECR Committee.

3. POLICY STATEMENTS

- 3.1 Corrections, additions, deletions, changes, updates, etc. to these guidelines may be made only by a majority vote of the ECR Committee on an item-by-item vote.
- 3.2 The ECR Committee reserves the right to impose penalties upon regions as it sees fit for infractions of the rules and regulations. No action will be taken against a region considered by the ECR Committee to be guilty of rules infractions until the region has been notified in writing of the alleged infraction. The ECR administrator shall provide this written notification prior to the next scheduled meeting of the ECR Committee.
- 3.3 A waiver of any of the ECR Standard Operating Procedures and ECR Rules may be requested at any time. Presentation to the Administrator must be made in writing and must state reasons for the request. The request will then be made an Agenda Item and presented to the Committee at the next meeting.

4. ECR RACES

- 4.1 There may be no more than five (5) ECR races per racetrack in the Southeast Division and no Region may hold more than 5 ECR's provided the dates are available. A waiver may be issued by agreement of the Committee for races longer than 1.5 hours. There is no limit to double ECRs per weekend.
- 4.2 ECR races will not be scheduled on the same or consecutive weekends at different tracks unless separated by more than 450 miles. A waiver is possible by agreement of the REs of the conflicting regions. In case of no agreement, traditional dates will take precedence. REs must notify the Administrator in writing of their agreement. No ECR may be scheduled less than three (3) weeks before the SIC/ECR Finale. (10/11)
- 4.3 All ECR events are to be sanctioned by SCCA **with their own sanction number (7/14)** and will be held under the provisions of the current GCR of the SCCA. Current SEDiv Regional class rules as published on www.sedivracings.org are a part of the ECR rules. All ECRs will be held in the Southeast Division and will be listed on the SEDivision schedule as ECR regional

aces. An ECR may be held in conjunction with a National, Regional, Drivers School, SARRC, PDX, Time Trial or **other endurance series (7/14)**.

- 4.4 The shortest scheduled ECR race will be 1.5 hours. See rule 6.6 for shortening an ECR Race.
- 4.5 All ECR races are to be held under the provisions of the current GCR and SEDiv ECR Rules.
- 4.6 **There will be a Two (2) Double Points ECRs, one at the SEDiv Double SARRC and one at the SARRC Invitational Challenge** and will be the final race of the season. **No other double points events are allowed.** The next ECR season will begin thereafter. The ECR Administrator, the SARRC Administrator and the SIC/ECR Race Chairman shall be responsible for the preparation of the supplementary regulations, entry form and schedule by July 1st and obtaining of the sanction number. **(1/14)**

5. PRE AND POST RACE REGULATIONS

- 5.1 A copy of each ECR race supplementary regulations and entry form will be sent to the ECR Administrator. Any classes to be included in the ECR race that are not ECR classes must be approved by the ECR Committee prior to the time of sanction application. The copy should be sent before applying for sanction. The Administrator will check the form for compliance with the ECR rules and regulation. The ECR logo shall appear on the entry and it shall be designated as an ECR event. A region may not limit the number of entries to an ECR race.
- 5.2 All Regions will be responsible for the T&S for their ECR races. The Series Chief of T&S shall coordinate with the Region Chief of T&S for all ECR races. All pit stop auditing will be verified by the ECR Series Chief Steward or designate and ECR penalties will be applied. GCR time frames for posting of Official Results shall followed. At all ECR races, when a driver/car is excluded/disqualified, all others below him/her in class will move up one finishing position.
- 5.3 A list of qualifiers and the race results will be sent to the Administrator and the ECR T&S Chief within seven (7) days. Electronic transmission is preferred.
- 5.4 Failure of the hosting region to comply with the ECR rules may result in a charge not to exceed \$300.00. Before any fine may be imposed, the ECR Committee must meet to discuss the infraction and amount of the fine.
- 5.5 *The ECR fee will be \$5.00 per entry not refunded. If a race is published and sanctioned as an ECR, all entries are subject to this fee. This fee will be made payable to the SEDiv, memo ECR Fund and sent to the SEDiv Treasurer within thirty (30) days of the event (9/14)*

6. RACE OPERATION AND PIT STOPS

- 6.1 Grid: Non ECR classes will be the first eliminated in the event of over-subscription. Should the number of entries exceed the maximum number of cars allowed to start in a race, the GCR will prevail. Regions may fill up a grid with non-ECR classes. **(1/07)**
- 6.2 The ECR Series Chief Steward shall be the operating steward or backup steward for all ECR Races, but not necessarily practice or qualifying. There shall be at least one (1) mandatory minimum five (5) minute pit stop for every two (2) **hours of race duration or fraction thereof (10/12)**. Additionally, any other fuel stops shall be five (5) minutes in duration. The 5-minute pit stop shall not commence until at least 1 lap after all cars have taken the green flag and must be **completed** prior to the display of the checkered flag. **(1/11)**
- 6.3 **The minimum penalty for a short pit stop will be assessed in this order: 1 to 5 seconds – 1 lap, 6-30 seconds 2 laps, over 30 seconds or no pit stop, minimum penalty moved to last place in class. Maximum penalty can be disqualification.**
- 6.4 There will be impound after the ECR race as per the GCR. The top four (4) cars in each class must report to impound and be weighed. Failure to report to impound may result disqualification.
- 6.5 When a race stoppage occurs (red flag or black all) **or full course yellow (7/14)** and the race is restarted, all of the field will pass the green flag (start/finish line) on the track at least once before beginning any five minute pit stop. **(10/11)**
- 6.6 The ECR OPERATING Steward may shorten an ECR race in accordance with track conditions and event situations. *In that circumstance, once the entire field has taken the green flag, it is considered an official ECR points race regardless of length.* If not in a red flag or black flag situation and time reduction is considered, reduction should happen to all sessions/races remaining in the event for that day. For cars taking their five-minute pit stop when the red flag, black flag is thrown their pit stop timing stops until the course goes green and their pit stop timing resumes. No work to the cars shall be performed during a red flag or black flag situation.
- 6.7 No car/driver shall begin a 5 min. pit stop after a full course yellow has been shown. Any car/driver in the pits when a full course yellow begins may continue with their pit stop and may re-enter the track at the proper time to count the stop as the required 5 min. stop.

- 6.8 A car/driver experiencing mechanical problems of an unsafe nature may enter the pits during a full course yellow as a matter of safety. This stop will not be counted as the mandatory 5 min. stop.
- 6.9 The car engine shall be off and the driver completely out of the car during any refueling and no one shall be working on the car during the refueling process. Only those personnel involved (either holding funnel or pouring fuel from gas can) with the refueling shall wear fire resistant clothing with face coverings (balaclavas) and eye protection (goggles or face shield), gloves and closed shoes. All pit areas must be equipped with a competitor supplied 10 lb. 60 BC or ABC fire extinguisher to GCR specifications and held by a crew member with the pin REMOVED during fueling operations. The competitor must supply water or speedy dry in case of a fuel or oil spill.
- 6.10 Fueling gear shall consist of a gas can with a filler spout or funnel at a minimum. Overhead fueling rigs are allowed (1/10). A maximum of 20 gallons of gas is allowed in the "hot pit" area per car.
- 6.11 Air hoses should be removed from the vehicle/hot pit area prior to the car leaving the pit stall. Any car running over an air hose shall be subject to a one-lap penalty. Pits with compressed air cylinders must have a cage covering the valve area per GCR section 6.3.9.
- 6.12 Any competitor using an electric air compressor in the hot pit area cannot keep fuel near the compressor or its electric connections.

7. PIT STOP TIMING

- 7.1 Pits stops will be checked against the time cards for each car as provided by Timing & Scoring. By adding five minutes plus the time required to traverse pit lane at the specified mph to the recorded fastest lap time, a pit stop time shall be determined for each competitor. Time cards will be checked to ascertain that the competitor had a total time equal to or greater than that pit stop time total.
- 7.2 Listed below are the times for traverse pit lane for the tracks run by the ECR Series:

Roebing Road	10 seconds at 40 mph
Road Atlanta	14 seconds at 40 mph
Daytona Int.	14 seconds at 40 mph
Palm Beach Int. Raceway	14 seconds at 40 mph
Charlotte MSW	22 seconds at 40 mph
Sebring Int. L.C.	13 seconds at 35 mph
Sebring Int. S.C.	22 seconds at 40 mph
Kershaw	11 seconds at 40 mph
Rockingham	TBD
VIR	12 seconds at 40 mph
Homestead	15 seconds at 45 mph
Nashville	13.6 seconds at 40 mph

These speeds and length of pit lane are subject to change due to track conditions. Announcement of traverse time to be made during drivers meeting.
Note: published traverse times adjusted for mid-pit timing location. (9/14)

8. DRIVER ELIGIBILITY, POINTS and AWARDS DISTRIBUTION

- 8.1 All SCCA approved drivers and Novice permit (with Drivers Schools completed) are eligible.
- 8.2 The **first** driver listed on the Official Results provided by the hosting region will be the driver/car combination receiving points. Points will be awarded to only one driver per car per race. No changes will be made to Official Results within the ECR Series.
- 8.3 *ECR trophies will be awarded to the top 6 points winners in each class for the season and be presented at the SEDiv Annual Meeting Awards Dinner (9/14). Points will be awarded as follows: Positions 1-9, 12, 9, 7, 6, 5, 4, 3, 2, 1. An ECR entrant must compete in at least 3 ECR events and the best 6 finishes **plus the Finale** will count towards the year-end points. A tie is to be broken by finishing position at the **Finale** and then by highest number of 1st, 2nd, 3rd finishing places etc.*
- 8.4 A driver may waive points for any ECR race except the Finale. The driver must notify the Chief of Tech in writing and execute a Points Waiver Request (last page of these rules) prior to qualifying for the ECR race. The waiver must be approved by the ECR Series Chief Steward or his designate and the driver must still report to impound. (1/10)
- 8.5 Points will be posted within ten days of receipt of Official Results on the ECR website: sedivecr.com

9. CLASS/CAR ELIGIBILITY

- 9.1 STL, STU, ITR, ITS, ITA, ITB, ITC, IT7, IT7R, T4, B-Spec, SRF, SRF3, SMX-5, SM and SMSE classes are eligible. (9/15)
- 9.2 Any class not making the 2.0 average SEDiv entry rule shall be considered by the Committee to be on probation for one year prior to the Committee considering elimination from the ECR Series.
- 9.3 ECR decals must be displayed on each side of the car. Cars not displaying ECR decals may be protested as not being an eligible vehicle. This may be enforced by officials or by protest of competitors. ECR decals will be available from the sponsoring region at the event. A \$10.00 fine will be assessed to the competitor for non-compliance.

10 ECR ADMINISTRATOR

- 10.1** The SEDiv Executive Steward with the approval of the ECR Committee shall appoint the ECR Administrator.
- 10.2** Shall be responsible to the ECR Committee.
- 10.3** Shall not be any Region's Representative.
- 10.4** Duties:
1. To coordinate the efforts of the ECR Committee and to conduct ECR meetings.
 2. Shall attend Area III meetings and RE's Roundtable and give a report at such meetings.
 3. Shall be the Official Pointskeeper.
 4. To report ECR matters to the Executive Steward, RE's, Area III Director and the ECR Committee.
 5. To act as a mediator between Regions on ECR matters.
 6. Shall assist or act as liaison between the ECR Committee and the organizing Region for ECR events.
 7. To check compliance of ECR rules by all organizing regions.
 8. To notify the ECR Committee members of meetings, prepare the agenda and assist as needed
 9. The Administrator will distribute the current years' rules before the first ECR race.
 10. Shall prepare an annual budget.

11. SEDiv Treasurer

- 11.1** Duties:
1. Shall be responsible for receiving funds from the regions hosting ECR races.
 2. Shall maintain a financial accounting of ECR funds.
 3. Notifying ECR Administrator of any past due funds.

12. ECR SERIES CHIEF STEWARD

- 12.1** An ECR Series Chief Steward or designate will be in attendance at every ECR race possible.
- 12.2** Duties:
1. Shall be the Operating Steward for all ECR Races.
 2. May impose fines and penalties as outlined in the GCR and ECR rules.
 3. Is accountable to the ECR Committee and the SEDiv Executive Steward.
 4. Verify ECR rules are being followed in all specialties.
- 12.3** The ECR Series Chief Steward shall be reimbursed for reasonable expenses per SEDiv guidelines.

13. ECR SERIES WEBMASTER & CHIEF TIMING AND SCORING DUTIES

- 13.1** Duties:
1. Coordinate with hosting region Chief of T&S regarding ECR procedures & requirements.
 2. Reports to ECR Administrator.
 3. Submit qualifying and race results from Region Chief T&S to ECR Administrator within 7 days of event.
 4. ECR shall reimburse the ECR Series Chief T&S for reasonable expenses per SEDiv guidelines.
 5. Maintain ECR website

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ECR POINTS WAIVER (1/10)

This form is to be used by any driver who is in an ECR regional race and wishes to waive points for the event. By properly completing this form, the driver agrees he is waiving his finishing position and all points for the race. The results for the race will show that a waiver was filed. All drivers in a lower position will be moved up. The impound rule still applies.

The applicable ECR Rules is:

8.4 A driver may waive points for any ECR race except the Finale. The driver must notify the Chief of Tech in writing and execute and a Points Waiver Request (last page of these rules) prior to qualifying for the ECR race. The waiver must be approved by the ECR Series Chief Steward or his designate and the driver must still report to impound. (1/10)

1. This waiver must be completed by the driver prior to qualifying and signed by the Chief of Tech or his designate.
2. Tech will file the completed waiver with the ECR Series Chief Steward or his designate for approval.
3. The ECR Series Chief Steward will deliver this waiver to T & S and be responsible for insuring that results properly reflect the waiver.
4. A copy of the waiver will be retained by T & S for later verification.

This section must be completed by the driver

I, _____ SCCA license # _____, driver of car # _____,

class _____, at the ECR race held at _____ on the date of

_____ agree that by signing this form, I agree to waive my finishing position and points. I understand

that I must report to impound should I finish in one of the top four positions.

Driver Signature _____

Tech Inspector _____ Time Filed _____

ECR Series Chief Steward _____

Chief of T & S _____