

**S.E. Division ECR Series
Guidelines to Standard Operating Procedures
2007**

The purpose of these guidelines is to give some 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 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 the liaison between the home region and the committee and 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.
 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. The liaison or alternate may be required to attend the ECR Committee meetings.
 5. 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 Operating 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 provided 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 two (2) ECR races per racetrack in the Southeast Division. No Region may hold more than 3 ECR's provided the dates are available. A waiver may be issued by agreement of the Committee for races longer than 1.5 hours (1/05). There shall be no more than 15 ECR races per year (one will be reserved for Alabama Region). There may be a last race of 3 hours at Roebing Road. (1/05)
- 4.2 There shall be two double ECRs in the SEDiv, one in area 12 and one in area 3 (1/06), the location to be determined by the ECR committee.

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- 4.3 ECR sanctioned events shall be at least (2) weeks apart. A waiver may be issued by agreement of the Committee for races longer than 1.5 hours. No waiver will be granted for ECR races on the same weekend, or ECR races on the same sanction number. In the case of scheduling conflicts, traditional dates will take precedence.
- 4.4 An ECR may be held in conjunction with a National, Regional, Driver School or single SARRC *and will be a restricted regional.*
- 4.5 All ECR events will be held in the Southeast Division and will be listed on the SEDivision schedule as ECR regional races.
- 4.6 The shortest scheduled ECR race will be 1 1/2 hours in duration and the longest scheduled will be 3 hours in duration. See rule 7.9 for shortening an ECR Race.
- 4.7 All ECR races are to be held under the provisions of the current GCR and SEDiv ECR Rules.

5. ENTRANTS

- 5.1 A \$35.00 non-refundable entrant fee should be paid prior to participating in the ECR Series and accumulating points. It is required that you join by your 3rd ECR race to accumulate year-end prize money. The form can be obtained at www.sedivrcing.org or made available upon request from the Administrator. This form can be printed and mailed to the ECR Administrator. It will be the position of the ECR Administrator to over-see the collection of these funds. All interest accrued shall be applied to the Administrative account. This account shall be used to cover administrative costs of printing, postage, trophies, etc.
- 5.2 **All ECR entrants shall be listed at www.sedivrcing.org in the ECR section with the same information that was on the Vehicle Identification Cards. The VIC will no longer be issued. (1/07)** be issued an ECR Vehicle Identification Card (VIC). This card shall become an addition to the logbook for the car and shall be attached to the logbook.
- 5.3
- 5.3 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.
- 5.4 Each ECR car must have the class designation on the rear of the car. Rear letters shall be at least 4" high with a minimum 1/2-inch width of stroke in addition to GCR rules. It is requested that each ECR competitor put the car number on the roof of their cars to assist timing and scoring. Such roof numbers should be as large as practical and possible and be in a contrasting color. Number should read from driver's side.
- 5.5 Provisional race results shall be posted at each ECR event within 30 minutes of the race. Audited Provisional Race Results (verification of the required 5 minute pit stops) will be posted on the Internet at www.sedivrcing.org. Each ECR competitor/entrant listed on results, has 10 days from the date results are posted to file a protest with the Series Administrator, (for pit stop timing infractions only) who will in turn ask for verification of results through the Series Timing and Scoring person. The decision of the Series Administrator may be protested to the Operating Steward. The competitor shall provide evidence to uphold protest. At the end of the ten day period, points will be posted to the website.
- 5.6 ECR General Prize fund moneys will be awarded to the top 4 entrants in each class at the Southeast Division Convention. Non-ECR class funds will be distributed equally between ECR classes. The total number of entries in each class shall determine prize money. An ECR entrant must compete in at least 3 ECR events in order to be eligible for fund moneys at the end of the year. Points to be awarded per GCR. The best 6 finishes will count towards the year-end of points.(1/06) A tie is to be broken by highest number of 1st, 2nd, 3rd finishing places etc. Each class champion shall receive a trophy in addition to the prize check. The distribution shall be as follows:

4 or more cars	3 cars
1st - 40%	1st - 50%
2nd - 30%	2nd - 30%
3rd - 20%	3rd - 20%
4th - 10%	
2 cars	1 car
1st - 60%	1st - 100%
2 nd - 40%	

All Prize Fund Moneys shall be distributed to the entrants that qualify, i.e. if there are 5 cars but only 1 qualifier the 1 qualifier shall receive 100% of the Prize Fund Money earned in his/her group.

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6. REGIONS

- 6.1** 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. Non ECR classes will be the first eliminated in the event of over-subscription.*** The copy should be sent before or at the time of application 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. Failure to present the supplementary regulations before or by the application of a sanction number may result in a charge not to exceeding \$300.00. Before any fine may be imposed the full ECR Committee must meet to discuss the infraction and the amount of the fine. The decision must pass by two-thirds vote. (1/07)
- 6.2** All Regions entry forms must contain the following additional information: ECR logo, ECR #, Entrant Name, Log Book #, Car, Make, Model, Class and Membership #. This information should also be made available to timing and scoring prior to the event.
- 6.3** A region may not limit the number of entries to an ECR race. In the event that the number of entries exceed the maximum number of cars allowed to start in a race ***then all entrants that have joined the ECR will be given first priority. The remainder of the field will be filled by ECR classes in the following manner: each competing driver/car combination shall qualify within a maximum of 120% of the qualifying time of the fastest qualifier in his/her class in order to be permitted to start the race unless waived by the Series Operating Steward. Regions may fill up a grid with non-ECR classes.*** (1/07)
- 6.4** 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. Provisional race results shall be posted at the track for each ECR event within 30 minutes of the race. On the Provisional Results the "Home Town" column will be used for the Log Book number for the purpose of identifying the entrant. At all ECR races, when a driver/car is excluded/disqualified, all others below him/her in class will move up one finishing position.
- 6.5** The hosting region of each ECR shall pay the \$30.00 ECR Series Fee per car having entered the ECR and \$25.00 for non-ECR class cars. The ECR Administrative fund shall receive \$5.00 of each of these entries. Non-ECR class funds will be distributed equally in the general prize fund between ECR classes. If a car practices, qualifies or races anytime during the event it is considered an entry and fees payable. Should the region issue a refund of *all* fees to the entrant/driver for legitimate hardship then the \$30.00 ECR Series Fee shall not be paid. The "Withdrawals" and "Did Not Shows" should be taken out of the T&S Computer prior to any race results being published. ECR General Fund Money (\$30.00 per car as listed on the entry list, qualifying and race results) shall be postmarked to the ECR Administrator within 30 days of the ECR race. A copy of the ECR entry form shall be postmarked to the ECR Administrator within 14 days. A \$50.00 fine shall be assessed against the sanctioning region for failure to meet the above deadlines. Before any fine may be imposed the full ECR Committee must meet to discuss the infraction and the amount of the fine. The decision must pass by two-thirds vote.

7 RACE REGULATIONS

- 7.1** The ECR Series OPERATING Steward shall be the operating steward or backup steward for all ECR Races, but not necessarily practice or qualifying
- 7.2** There shall be at least one (1) mandatory five (5) minute pit stop for any race up to two (2) hours. If the race exceeds the two (2) hour limit, a second five (5) minute pit stop shall be mandatory. Additionally, any other fuel stop shall be five (5) minutes in duration. **The 5 minute pit stop shall not commence until at least 1 lap after the green flag and *must be completed prior to the display of the checkered flag.*** (1/07)
- 7.3** The minimum penalty for a short Pit Stop will be assessed in this order: 1 to 30 seconds 2 laps, 31 to 60 seconds 3 laps, 60 to 120 seconds 4 laps. Pit stops short by more than 120 seconds or no pit stop, minimum penalty moved to last place in class. Maximum penalty can be disqualification. ***Short pit stop penalties will be determined by the ECR Chief of T&S and the Administrator after auditing the results. Refer to rule 5.5.*** (1/07)
- 7.4** 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 must be weighed. Failure to report to impound may result disqualification.
- 7.5** In the event that the Series OPERATING Steward orders a car disassembly, the cost of the tear down shall be at the expense of the competitor. If the car is found to be legal the cost of the tear down shall be incurred by the ECR Series.

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- 7.6 During a red flag condition or black flag-all condition the clock stops. The clock shall be restarted when the field is dispatched. All of the field will pass the green flag at least once before beginning their 5 min. pit stop.
- 7.7 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 points race regardless of length (1/07).*** 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 or black flag is thrown their time stops until the course goes green and their pit stop time resumes. No work to the cars shall be performed during a red flag or black flag situation.
- 7.8 No car/driver shall begin 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.
- 7.9 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.
- 7.10 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 toe 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.
- 7.11 Fueling gear shall consist of a gas can with a filler spout or funnel at a minimum. No overhead fueling rigs allowed. A maximum of 20 gallons of gas is allowed in the "hot pit" area per car.
- 7.12 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 10.
- 7.13 Any competitor using an electric air compressor in the hot pit area cannot keep fuel near the compressor or its electric connections.

8 PIT STOP TIMING

- 8.1 The only method to be used will be the timing charts of the race as provided by timing and scoring to determine the fastest lap times for competitors. By adding 5 minutes plus the time required to traverse pit lane at the specified mph to this fastest lap time a pit stop time shall be determined for each competitor. Lap charts shall then be checked to ascertain that each competitor did have a total lap time equal to or greater than the sum of 5 min. plus pit road time plus fastest lap time. This review of the lap charts and certification of the required 5 min. pit stop shall be the responsibility of the ECR Administrator. Any non-compliance's found by this study shall be reported to the Series Operating Steward for action.
- 8.2 Listed below are the times for traverse pit lane for the tracks run by the ECR Series:

Roebing Road	19 seconds at 40 mph
Road Atlanta	14 seconds at 40 mph
Daytona Int.	27 seconds at 40 mph
Moroso MSP	13 seconds at 40 mph
Charlotte MSW	22 seconds at 40 mph
Sebring Int. L.C.	25 seconds at 35 mph
Sebring Int. S.C.	22 seconds at 40 mph
Kershaw	11 seconds at 40 mph
VIR	12 seconds at 40 mph
Homestead	15 seconds at 45 mph
Rockingham	TBA

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.

9 DRIVER ELIGIBILITY

- 9.1 All SCCA Novice permit (with Drivers Schools completed), Regional and National license holders are eligible.

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9.2 The entrant shall register the car for the ECR series. If the same car is not used in all the ECR races then the additional car(s) shall be registered in the ECR series. If a car is retired from racing one replacement car may be used and points accrued on the same ECR number. Any competitor shall be allowed a one-race substitution for a car that is damaged (proof will be required). Only registered ECR Entrants will be eligible for year-end Final Awards.

10 CAR ELIGIBILITY

- 10.1** ITA, ITS, ITB, ITC, SSB, SSC, IT7, SRF and SM classes are eligible. Regions may elect to eliminate one class at a given event. Stock cars may run alternate brake material.
- 10.2** A Mazda RX7 1979 thru 1985 with a 12A motor may compete in either ITA or IT7. Once a car has received points in either class, any earned points will be forfeited if a class change is made and a new ECR Registration will be required.
- 10.3** 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.

11 ECR ADMINISTRATOR

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

12 SEDivision Treasurer

- 12.1** Duties:
1. Shall be responsible for receiving funds from the ECR Administrator
 2. Shall be responsible for providing prize fund checks to the ECR Administrator for distribution to competitors
 3. Paying funds and all expenses due
 4. Notifying ECR Administrator of any past due funds
 5. Issue all IRS 1099 forms

13 ECR SERIES CHIEF STEWARD

- 13.1** An ECR Chief Steward will be in attendance at every ECR race.
- 13.2** Duties:
1. Shall be the Chief 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
- 13.3** The ECR Series Chief Steward shall be reimbursed up to \$300.00 per ECR race to cover actual travel expenses. (Receipts required)

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14 ECR SERIES CHIEF TIMING AND SCORING DUTIES

14.1 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. Submit expense report to ECR Administrator within 7 days of event with proper receipts
5. ECR shall reimburse the ECR Series Chief T&S for reasonable, pre-approved airfare, rental carfare, or mileage at the published SEDiv rate per mile for use of personal car, \$75.00 per day for meals and hotel with receipts for races required to attend.
6. The T&S Chief shall attend all ECR Committee meetings.

15 TIMING AND SCORING OF ECR

15.1 The ECR Series will utilize the accepted timing system of AMB Transponders.

15.2 The sales, rentals, etc. of transponders will be handled by the Hosting Region of an ECR.

ECR Administrator:

Carol A. Cone Phone: 954-735-2751
1718 NW 57 Terrace FAX: 954-485-3387
Lauderhill, FL 33313 E/m: carolcone@comcast.net

ECR Committee:

Robin Langlotz	Jim Creighton	Buddy Matthews
407-851-2232 Home	404-875-4174 Home	
407-850-2055 Fax	404-875-9699 Fax	336-274-9559 Fax
E/m: rlan107@aol.com	e/m: jcreig53@mindspring.com	e/m: redstarracing@triad.rr.com

ECR Operating Stewards

North: Dave Rollow 770-831-0277 Home
E/m: daverollow@bellsouth.net

South: Krys Dean (561) 753-7319 Home
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ECR Chief of T&S

Rich Cone 770-995-0977 Home
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ANNUAL CHANGES

2007

Bold/italic : Indicate changes for 2007. Additionally the following four paragraphs have been removed.

7.4 The Series OPERATING Steward may penalize the driver/entrant after the posting of the results for failure to meet the required pit stop time.

7.5 If a driver/entrant is penalized by the ECR OPERATING Steward for not making the 5-minute required pit stop, the driver/entrant may protest the decision of the Series OPERATING Stewards within 10 days of notification of the provisional results to the administrator. Only 5-minute pit stops may be appealed to the administrator. The competitor shall provide evidence to uphold protest.

15.3 The Hosting Region will provide to the ECR Timing and Scoring Chief all transponder #'s prior to the event with the pre-race entry information.

15.4 There shall be **no three-digit numbers** used in ECR races without prior approval of the Chief of Timing & Scoring for the ECR Series.

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