



Part 2: GUIDLINES UICR WORLD CHAMPIONSHIP



1. General provisions

The UICR is the responsible organizer of the world championship of professional truck drivers and only awards the right to organize this world championship to one nation in accordance with the conditions listed in the following duties record book. In certain cases, two member countries can apply for organizing the event together.

- 1.2 The goal of the UICR world championship is to select the best professional truck driver in each category with regards to his driving skills as well as his theoretical and practical knowledge. Furthermore, this supports the continuation of the professional education of all professional drivers, which should result in a major contribution to the improvement of traffic safety in all member countries.
- 1.3 Therefore, the efforts of UICR are mainly focused on lastingly improving the behaviour of professional drivers through training and ongoing or life-long education. Every member country holds at least one world championship qualification per year. This happens for the purpose of ongoing education and to enliven the activities of the member associations. Also, to prevent damage to oneself and others and strengthen awareness of one's own responsibility.

2. Realisation

- 2.1 The UICR world championship is held every other year, during the second half of the year, in one of the member countries. Each member can apply for organizing the UICR world championship in writing at the UICR.
- 2.2 The UICR committee examines the candidatures and awards the right to organize the world championship to a member country. This normally happens at the latest two years before the scheduled date.
- 2.3 For this purpose, the UICR committee and the organizer sign a convention, which contains the duties record book UICR world championship.

3. Time frame

- 3.1 The delegations arrive on Thursday
- 3.2 Thursday afternoon, press conference UICR.
- 3.3 The opening ceremony with gala dinner should take place on Thursday evening.
- 3.4 The competitions take place on Friday from 08.00 to 18.00 o'clock and Saturday until 17.00 o'clock.
- 3.5 Saturday evening, dinner with award ceremony.
- 3.6 Departure of the delegations on Sunday after breakfast.
- 3.7 Afterwards closing meeting with the organizer and UICR



4. Material requirements

4.1 Minimum requirements for the event venue:

- 4.1.1 Competition area consisting of a level asphalt surface of about 10,000 m² and a test area of about 8,000 m².
- 4.1.2 Tournament gear in perfect condition and spare parts in case of damage or malfunction of gear.
- 4.1.3 Lounge room with two separate areas, with seating for the teams of the evaluation drive, for 20 people each.
- 4.1.4 Shelter for the vehicles of the stations Omnibus, Truck, Load security and category F of at least 20 x 10 meters.
- 4.1.5 Lounge room with two separate areas, with seating for the teams of the evaluation.
- 4.1.6 Room for the theoretical evaluation with seating and writing possibilities with divisions for at least 20 people.
- 4.1.7 Room for catering with space for at least 300 people.
- 4.1.8 Beverage and snack stand with seating within the event venue
- 4.1.9 Room for UICR jury with seating for about 20 people, as well as one or two writing desks with electric outlets and a beamer, can be used for meetings of the UICR!
- 4.1.10 Room for competition referees.
- 4.1.11 Rooms for organizing team and scoring office with internet connection
- 4.1.12 Press office with internet connection.
- 4.1.13 All rooms and accommodations can be housed in buildings or consist of containers or tents. They must be heated or air-conditioned.

4.2 Tournament vehicles:

- 4.2.1 The choice of the vehicles is up to the organizer.
- 4.2.2 They can be of the same or different brands.
- 4.2.3 Spare vehicles and test vehicles are to be made available.
- 4.2.4 The vehicles must comply with the organizing country's traffic regulations.
- 4.2.5 The test vehicles must be identical to the tournament vehicles.
- 4.2.6 The trailer of the category D must be a swing bearing- and may not be a centre axle trailer.
- 4.2.7 Two-axle vehicles with a lifting axle are to be driven as three-axle vehicles.

4.3 Other vehicles:

- 4.3.1 For the practical evaluation, the following vehicles must be provided:
 - 4.3.1.1 One coach.
 - 4.3.1.2 One complete tractor-trailer rig, the trailer having to be charged with different loads.
 - 4.3.1.3 Delivery vehicle of the category F
- 4.3.2 For the economical driving, a loaded tractor-trailer rig, weighing at least 35 tons total, must be provided. If the economical driving is offered in other



categories, loaded vehicles of that category must be provided, their operational weight being at least 85% of the allowed total weight.

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4.4 General provisions

- 4.4.1 The event venue should be freely accessible to the general audience and the press.
- 4.4.2 Parking spaces for officials, sponsors and press must be provided.
- 4.4.3 Flags of all participating countries must be flown.
- 4.4.4 Advertisements and flags of the sponsors are allowed and welcomed.
- 4.4.5 A first aid station with ambulances and trained personnel must be provided on location for the entire duration of the championship. Medical attention on location must be guaranteed.
- 4.4.6 The competition area must be fenced in with guard railing. Access to the actual competition grounds and the training field may only be granted to authorized persons. An access check must be set up.
- 4.4.7 National regulations regarding sanitation and garbage disposal must be observed. If the national regulations do not mandate sanitation, at least three such sites must be provided for every hundred possible visitors. Daily emptying and cleaning must be organized.
- 4.4.8 The UICR can bring in sponsors and patrons in addition to those of the organizer.

5. Participants

- 5.1 The UICR world championship is open to all member countries which have fulfilled their obligations towards UICR.
- 5.2 The UICR board can invite non-UICR member countries.
- 5.3 A complete national team consists of:
 - 5.3.1 One delegate for the international jury
 - 5.3.2 One team leader
 - 5.3.3 3 drivers of the category A (solo truck)
 - 5.3.4 3 drivers of the category B (omnibus)
 - 5.3.5 3 drivers of the category C (tractor-trailer rig)
 - 5.3.6 3 drivers of the category D (drawbar trailer)
 - 5.3.7 3 drivers of the category E (apprentices/trainees solo truck)
 - 5.3.8 3 drivers of the category F (delivery vehicle up to 3.5 t)
 - 5.3.9 If necessary one or several drivers for economical driving
- 5.4 One spare driver may be named per category.
- 5.5 Furthermore, the world champions of the preceding world championship are qualified to participate and are additionally allowed to compete in their category.
- 5.6 Each participant can only compete in one category, except economical driving.
- 5.7 Each participant must present the previously successfully completed world championship qualifications and must be in possession of a valid driver's



license for his driving class, as well as providing proof of the professional truck driver qualification (CZV).

- 5.8 Each participant must be able to show a valid membership card of a UICR member country.
- 5.9 The maximum age of the participants in category E is 21 years.
- 5.10 Apart from the national teams, the delegations can also consist of guests and press representatives.
- 5.11 Each delegation must be provided with a contact person/hostess, who normally speaks the team's national language, but at least good English.
- 5.12 Drivers or teams that behave unfairly or act against the regulations will be credited with the maximum number of penalty points by the UICR jury.

6. Competitions

- 6.1 The UICR world championship consists of four competitions, which are:

6.1.1 Practical evaluation drive

- 6.2.1.1 The evaluation drive should consist of at least 10 individual tests, which imitate the daily work of a professional truck driver.
- 6.2.1.2 The course must be laid out in such a way that it can be managed within a timeframe of 15 to 20 minutes for the categories C and D.
- 6.2.1.3 The course is identical for the categories A-B-C-D and E. For the category F it must be adjusted to the measurements of this category.
- 6.2.1.4 Each participant is allowed one run in one category.
- 6.2.1.5 The following categories are driven in:
 - A Solo truck > 7.5 t
 - B Omnibus
 - C Tractor-trailer rig (Semitrailer)
 - D Drawbar trailer
 - E Young drivers up to 21 years of age (truck < 7.5 t)
 - F Delivery vehicles up to 3.5 t
- 6.2.1.6 During the evaluation drive the flag or name of the country as well as the name or start number of the participant must be displayed prominently on the windscreen or the door.
- 6.2.1.7 The team leader may be present in the lounge room.

6.1.2 Theoretical Evaluation

- 6.1.2.1 The evaluation consists of a multiple-choice questionnaire of at least 30 questions from the areas automobile engineering, vehicle safety equipment, fuel consumption, load security, traffic regulations and first aid.
- 6.1.2.2 The timeframe should not surpass one minute per question.
- 6.1.2.3 The questionnaires must be presented to the teams in their national languages.
- 6.1.2.4 Each team must participate in the evaluation as a unit.
- 6.1.2.5 Team leader and interpreter may be present.



6.1.3 Practical Evaluations

6.2.3.1 At each station, at least 10 mistakes should be included, which the participants must find and document.

6.2.3.2 Station Omnibus

This is a „before departure“ check of an omnibus (vehicle and luggage)

Participants: All contestants of the category B

Timeframe: 10 minutes

6.2.3.3 Station Truck

This is a „before departure“ check of a tractor-trailer rig

Participants: All contestants of the category A-C-D-E

Timeframe: 10 minutes

6.2.3.4 Station Load security

This is the check of the load of a tractor-trailer rig

Participants: All contestants of the category A-C-D-E

Timeframe: 10 minutes

6.2.3.5 The stations Truck and Load security can be merged due to organizational reasons.

6.2.3.6 Station Load security category F

This is the check of the load of a truck

Participants: All contestants of the category F

Timeframe: 10 minutes

6.2.3.7 The team leaders may be present in the lounge room.

6.2.3.8 The maximum number of penalty points of the station Omnibus (6.2.3.2) must be equal to the sum of the stations Truck (6.2.3.3) and Load security (6.2.3.4), or the merged station Truck Load security

6.2.3.9 The theoretical and practical evaluations must be held in such a way that the participants who have already completed their tasks cannot communicate with those who are waiting for their turn.

6.2.3.10 For their documentation participants shall be able to use their national language.

6.2 The world championship in economical driving

6.2.1 A world champion in the category C must be nominated.

6.2.2 To nominate the winner, the average speed, which is based on a fixed minimum speed, and the fuel consumption is to be taken into account.

6.2.3 Violations of the country's traffic regulations, as well as not following the competition referee's or test driver's orders leads to disqualification.

6.2.4 Leerlauffahrten sind verboten.

6.2.5 The driving time should be between 30 and 50 minutes.

6.2.6 The course must be defined in such a way that traffic volume plays a minimal part in the evaluation.

6.2.7 Waiting periods due to red traffic lights or roundabouts must be deducted from the driving time.

6.2.8 If several vehicles are used, starting times must be staggered per 10 minutes.

6.3 The starting order at the two world championships will be according to the order of the team evaluations of the last world championship. The organizing



country's team is always first in line. New or non-classed countries follow in alphabetical order.

- 6.4 Each team must complete all tasks in one day, except for the category F, which completes the evaluation drive at the latest on Saturday afternoon.
- 6.5 Each team has the right to test all tournament vehicles in a separate test area for one hour. Here, the team leader, who holds the responsibility, as well as country delegates and interpreters can attend.
- 6.6 A driving instructor or company driver must be present at the test site to instruct the participants regarding the vehicles' technical details.
- 6.7 It is the team leaders' task to instruct their participants.
- 6.8 Before the start of the evaluation drive or the economical driving a breath test must be completed.

7. Evaluation charts

- 7.1 The evaluation charts may be in the organizer's national language. However, at least one copy in English must be made available to the UICR jury.
- 7.2 The evaluation chart must contain at least the following data:
 - Name of the participant
 - Name of the team
 - Start number
 - Field for the UICR jury's remarks
 - Names and field for the signature of the competition referee(s)
 - Field for the signature of the participant
 - Fields for recording the results.
- 7.3 To avoid most common difficulties, the referees should only make one cross per mistake on the evaluation chart for the practical evaluations. Furthermore, distances should only be recorded in centimetres and times in seconds. A model chart is attached as attachment D1.
- 7.4 Crossing out, overwriting etc. is forbidden. Should a competition referee make a mistake, he must call a member of the UICR jury, who will correct the mistake and confirm this with his signature.
- 7.5 To simplify calculations, the previously mentioned model can be configured as an Excel sheet in which all calculations are made automatically. Such a model is attached under D2.
- 7.6 The questionnaires of the theoretical evaluation should contain a maximum of four possible responses after each question, which are marked with the letters a to d. This allows for a simplified correction of all language versions through a pattern.
- 7.7 Regarding the evaluation charts for the practical evaluation, the goal should be to set them up in such a way that the participants are required to write as little as possible in their national languages (problems with reading and translating answers). It is possible to work with pictograms, photos and lists of mistakes.
- 7.8 After each test the competition referees and the driver sign the evaluation chart.
- 7.9 **NO** photocopies of the evaluation charts are handed to the participants.



8. Provisions of implementation



- 8.1 The provisions of implementation must mandatorily be written in English and should be sent to the participating nations at the latest 4 months before the world championship.
- 8.2 At least the following points should be listed in the provisions of implementation:
 - 8.2.1 Host
 - 8.2.2 Organizer
 - 8.2.3 Times of the event
 - 8.2.4 Event venue
 - 8.2.5 Participants
 - 8.2.6 Parts of the UICR world championship
 - 8.2.6.1 Practical evaluation drive with division of the categories
 - 8.2.6.2 Theoretical evaluation
 - 8.2.6.3 Practical evaluationen
 - 8.2.7 World championship economical driving
 - 8.2.8 Description of the practical evaluation drive
 - 8.2.8.1 General provisions with penalty catalouge
Here all regulations must be listed which are not specifically related to the individual tasks (GSM=((mobile phones)) – safety belt – Fenster etc.)
 - 8.2.8.2 Time limit with penalty catalogue
 - 8.2.8.3 Breath test
 - 8.2.8.4 Schematic representation of the entire evaluation
 - 8.2.8.5 Start with penalty catalogue
 - 8.2.8.6 The individual tasks
With exact descriptions of the task, its reason and the corresponding penalty catalogue
 - 8.2.8.7 Finish line – end of time measurement
 - 8.2.9 Description of the theoretical evaluation
 - 8.2.9.1 Task
 - 8.2.9.2 Special conditions
 - 8.2.9.3 Time
 - 8.2.9.4 Penalty catalogue
 - 8.2.10 Description of the practical evaluationen
 - 8.2.10.1 Station Omnibus
With task, time and penalty catalogue
 - 8.2.10.2 Station Truck
With task, time and penalty catalogue
 - 8.2.10.3 Station Load security
With task, time and penalty catalogue
 - 8.2.10.4 Station Load security category F
With task, time and penalty catalogue
 - 8.2.11 Description of the world championship economical driving
 - 8.2.11.1 Categories
 - 8.2.11.2 Participants
 - 8.2.11.3 Task
 - 8.2.11.4 Zeit



- 8.2.11.5 Penalty catalogue
- 8.3 Evaluation mode
- 8.4 Arbitration
- 8.5 Reclamations
- 8.6 Liability
- 8.7 Changes of the regulations
- 8.8 Language

9. Competition referees

- 9.1 One main judge and 20-24 competition referees must be assigned.
- 9.2 The competition referees must be trained practically and theoretically in such a way that they can pass a final test.
- 9.3 Two referees must check one participating driver together.
- 9.4 The main judge is responsible for overseeing and assigning his referees.
- 9.5 The competition referees must be neutral and may not be part of one of the participating teams.
- 9.6 The competition referees may not be members of the organizing association.
- 9.7 All competition referees must be present at the event venue for the entire duration of the event.
- 9.8 During their presence the competition referees may not consume any alcohol.
- 9.9 The competition referees must be instantly recognizable visually (e.g. yellow jackets marked jury).
- 9.10 If a referee does not behave neutrally, the UICR jury has the right to remove him from the competition area.

10 Reclamations

- 10.1 Objections to the evaluation and timekeeping must be brought to the attention of the president of the UICR jury in writing within one hour after the end of the test.
- 10.2 These are treated by the arbitration according to the provisions of implementation of the world championship, respectively the regulations UICR world championship.
- 10.3 The objection fee amounts to a minimum of 100 € and a maximum of 250 €.
- 10.4 The fee must be paid in cash against receipt to the president of the UICR jury.
- 10.5 If the fee is not paid the objection is disregarded.
- 10.6 The jury ultimately decides about the objection. It reaches its conclusion with a simple majority. Its decision is final and irrefutable.
- 10.7 If the objection is found to be justified, the fee will be refunded to the objecting party. If the objection is not approved, the objection fee goes to the UICR.



11 UICR jury

- 11.1. The UICR board nominates one member of the committee as president of the UICR jury.
- 11.2. The UICR general assembly additionally selects six effective and three spare members of the UICR jury in the year before the world championship. Every country can only put up one member except for the organizing country, which cannot be represented.
- 11.3 The chosen jury members may not be part of a team. Furthermore, no two jury members may be related to each other.
- 11.4 The office of jury member is an honorary position and does not convey the right to any kind of compensation.
- 11.5 The organizer provides the UICR jury with at least two interpreters.
- 11.6 At the jury's first gathering the president of the jury or the president of the UICR nominates a secretary.
- 11.7 The jury convenes for the first time on the first day of the event (Thursday). The president of the jury or the president of the UICR inform the members about the last check performed by the UICR liaison team and briefs them about the individual evaluations.
- 11.8 The jury convenes half an hour before the beginning of the competition at the assigned location or space on every day of the competition.
- 11.9 The president of the jury assigns the jury members their daily tasks.
- 11.10 At least two jury members must always be present at the practical evaluation drive.
- 11.11 At least one jury member observes the other evaluations and the scoring office.
- 11.12 The jury members should not be in contact with the participants other than during the competitions. They are subject to professional secrecy regarding their work as jury members.
- 11.13 Irregularities, violations of the regulations or other problems during the competitions which are observed by the jury members and do not allow for the orderly continuation of the competitions must be reported to the president of the jury **immediately**. Alcohol consumption is prohibited for all jury members during the competitions.
- 11.14 The jury must be instantly recognizable visually (e.g. red jackets marked UICR jury). Its members may not wear team uniforms.
- 11.15 The jury convenes every day at the latest half an hour after the end of the competition under the presidency of the president of the jury. At these sessions, other than the jury members who are entitled to vote, the competition director, the main judge and the manager of the scoring office of the organizer, who are not entitled to vote, are also present.
- 11.16 During these sessions all reclamations of the day as well as observations and irregularities are discussed.
- 11.17 In the last session after the end of the competitions the manager of the scoring office presents all the results of the world championship. The jury



examines the results and takes random samples. Only after the results have been validated by the jury they can be announced officially.

- 11.18 The jury irrefutably decides about all matters regarding the realization of the world championship, it reaches its resolutions with a simple majority and its decisions are final.
- 11.19 The secretary writes a detailed report about each session.
- 11.20 After the end of the world championship the president of the jury draws up a concluding report for the UICR board and the member associations.
- 11.21 At the next general assembly the president reports on the work of the jury.

12. Evaluation mode

- 12.1 The evaluation happens according to the penalty catalogues listed in the different provisions of implementation regarding practical evaluation run, theoretical evaluation, practical evaluations and economical driving.
- 12.2 The world champion in the various categories and stations is the one with the overall lowest number of penalty points.
- 12.3 If the number of points is equal, the shortest time of the practical evaluation run counts.
- 12.4 Individual world champion is the one with the least points from the evaluation drive, the theoretical evaluation and the practical evaluations.
- 12.5 Team world champion of the categories A – B – C – D - E - F
The team with the lowest average number of points per participant (*at least three*) is world champion.
- 12.6 National team world champion
The team with the lowest average number of points per participant in the categories A – B – C – D (*at least three per category*) is world champion.
- 12.7. If a team consists of four participants, only the three best results are considered for the evaluation.
- 12.8 The UICR cup is awarded to the individual world champion, with the least points from all categories.
- 12.9 World champion in economical driving (*per category*) is the one with the least penalty points. If the number of points is equal the best average speed counts.

13. Legal Basis

- 13.1 In Europe the national traffic regulations of the organizer as well as the European and UNO regulations and norms are valid.
- 13.2. If the national traffic regulations are not available in English the organizer must make an English translation available to the participants.
- 13.3 Outside of Europe the national traffic regulations of the organizing country as well as its specific rules are valid. In this case the organizer must make sure that each participating country is issued a version of these regulations in English.
- 13.4 The translations are sent out together with the provisions of implementation.
- 13.5 The regulations of this guideline must be observed.



14. Liability / Insurance

- 14.1 Each party participates in the UICR-World championship at its own risk. For any accidents or damages suffered in connection with the event, the participants relinquish any right to legal actions or recourse against
- the UICR
 - the member associations
 - all presidents, members and full-time employees of the UICR associations
 - the organizer, its representatives or agents as well as motorsport marshals and helpers.
- 14.2 The organizer signs up for all insurances mandated by its country for the UICR world championship, but at least a liability and accident insurance.
- 14.3 The organizer must present the signed contracts to the UICR team at the latest for the last check two months before the world championship.

15. Language

All correspondence and the regulations must be presented in English.

16. Announcement / Invitation

- 16.1 The announcement, resp. invitation, which must be in English, must be sent to all UICR member associations at the latest 6 months before the world championship.
- 16.2 The announcement must contain at least the following points:
- Host
 - Organizer
 - Times of event
 - Event venue
 - Participants
 - Competition rules with exact descriptions of the competitions
 - Costs
 - Registration schedule

17. Accommodation

- 17.1 The organizer arranges special conditions for the member associations with selected hotels.
- 17.2 Reservations and payments at the hotel are taken care of by each member country individually.
- 17.3 An hourly bus connection from the suggested event hotels to the competition Area, resp. the town centre or side events must be set up.
- 17.3 Participants who organize their own accommodation are also responsible for organizing their own transfers.



18. Side events

If possible, the guests should be offered an insight into the organizing county's culture.

19. Meals

- 19.1 The organizer provides meals for all participants during the world championship from Thursday evening to Sunday morning.
- 19.2 The meals should be up to the international standard.
- 19.3. The organizer must provide sufficient service personnel and make sure the meals are served warm.
- 19.4 The following meals must be provided:
 Thursday: Gala dinner with opening ceremony
 Friday: Lunch, dinner
 Saturday: Lunch, dinner with award ceremony
- 19.5 All lunches as well as dinners from Friday on may be served buffet-style.
- 19.6 All lunches and dinners should consist of a starter, main course, dessert and coffee.
- 19.7 A non-alcoholic drink should be offered with lunch.
- 19.8. Wine or beer may be offered with dinner.
- 19.9 At the gala dinner some time must be reserved for UICR's tribute to the sponsors, resp. guests.
- 19.10 During dinners, some background music should be provided.
- 19.11 Fresh water, resp. refreshments, must be provided in the waiting rooms and tents for the drivers and team leaders.
- 19.12 Several beverage stands with seating should be set up in the competition area for refreshments and snacks.

20. Finances

- 20.1 An inscription fee is raised for the UICR world championship which is set by the UICR committee. The organizer guarantees the UICR a minimum revenue of 1000 € for the drivers' help fund.
- 20.2 The costs for organizing the world championship must mainly be covered through sponsorships.
- 20.3 The organizer must draw up a tentative budget.
- 20.4 If the sponsorship funds are insufficient, a fee for meals can be requested to be paid by the teams. Guests must always pay their own way.



21. Public relations

- 21.1 It is necessary for all participant and officials of the international championship to present a positive overall impression to the public through their impeccable demeanour in the host country as well as their fair behaviour at the world championship.
- 21.2 In case of gross violations of the afore-mentioned article, the next general assembly can exclude a member country for one or several world championships at the request of the UICR board.
- 21.3 The participants of a UICR member country and their supporters (team leader and delegates) should be dressed uniformly and be recognizable as their country's national team. Promotional ads and sponsors on the clothing are allowed.
- 21.4 It is the duty of the organizer to mention the UICR prominently in all advertisements.
- 21.5 National and international press, radio and television must be invited.
- 21.6 Two or three months before the world championship a press conference for the national and international press must be held to present the world championship.
- 21.7 On the Thursday of the world championship a press conference must be held to offer the UICR board the possibility of talking to the press.
- 21.8 The media representatives must be granted access to all evaluations of the world championship and the press liaison must grant the journalists every possible support.
- 21.9 A press folder in the organizer's national language, as well as in English, must be prepared and made available to the press.
- 21.10 The results of the world championship must be conveyed to the press.

22. Administration

- 22.1 The organizer puts together an organizing committee and informs the UICR committee about the names of the responsible individuals and their areas of responsibility.
- 22.2 The organizer sets up a secretariat with a post address, fax, telephone and e-mail address.
- 22.3 An internet portal must be set up.
- 22.4 The personnel of the organizing committee, as well as the other volunteers, should be instantly recognizable (e.g. jackets marked staff).
- 22.5 The organizer must name a press representative who is responsible for press relations.
- 22.6 The organizing committee draws up a project for the world championship and presents this to the UICR along with the tentative budget at least 12 months before the world championship.
- 22.7 The organizer's secretariat forwards all national inscriptions, as well as the list of the participants, to the UICR's secretariat.
- 22.8 The secretariat informs the UICR's secretariat about all names of official guests in a timely manner and coordinates actions with the UICR board.



- 22.9 After the conclusion of all evaluations the secretariat publishes the solutions of all evaluations and sends a copy of these solutions to each team.
- 22.10 After the award ceremony the secretariat sends each participating country a list of the results (paper and digital) with the total number of points of all participants.
- 22.11 At the latest one week after that, the secretariat sends each participating country a list with all individual results of its participants.
- 22.12 The secretariat is responsible for the paper- and digital archive of the world championships. All documents must be preserved for at least 5 years.
- 22.13 After concluding all financial transactions regarding the world championship the organizer draws up a budget of which it forwards a copy to the UICR board. This must happen at the latest 8 months after the event.
- 22.14 The secretariat publishes (notice at hotels) a list of all world championship participants.

23. Cups and medals

- 23.1 The following cups and medals must be provided:
 - 23.1.1 Solo world champion in the categories A-B-C-D-E-F: one cup each for the first three places.
 - 23.1.2 Team world champion in the categories A-B-C-D-E-F: one cup each for the first three places, as well as a gold, silver and bronze medal for each participant of the three first teams.
 - 23.1.3 National world champion in the categories A-B-C-D: one cup each for the three first places, as well as golden, silver and bronze medals for each participant (including team leader) of the three first nations.
 - 23.1.4 World champion in economical driving in one or several categories: one cup each for the three first places.
- 23.2 The UICR cup is awarded to the individual world champion with the least points from all categories.
- 23.3 For each participant, official, jury member and competition referee, a certificate and a souvenir must be provided, e.g. in the form of a medal or badge.

24. Administrative authorizations

The organizer applies for all necessary licenses in a timely manner and keeps the UICR team informed.

25. Time schedule

- 25.1 Time before the world championship:
 - 12 months: Presentation of the budget and the budget Agreement about procedures concerning cooperation between the UICR team and the organizer
 - 9 months: Finalization of the regulations
 - 6 months: Sending out invitations
 - 5 months: Final date for country registrations



- 4 months: Sending out regulations to the participants
Presentation of all necessary administrative authorizations
- 3 months: Press conference for national and international press
- 2 months: Approval of all evaluations by the UICR
- 1 day: Final check by the UICR liaison team.

The UICR liaison team must check this before publication. This can happen on location.

25.2 World championship itself (suggestion):

- Thursday :
 - Arrival of the delegations until 13.00 o'clock
 - 13.00 o'clock: Press conference
 - 13.30 o'clock: First meeting of the UICR jury
 - 14.00 o'clock: Meeting of the team leaders with ensuing tour of the course for the evaluation drive
 - 16.00 o'clock: Training for Friday morning's drivers
 - 18.00 o'clock: Opening ceremony followed by reception for important guests, sponsors, press etc.
 - 20.00 o'clock: Gala dinner
- Friday:
 - 08.00 o'clock: Beginning of the competitions
 - 18.00 o'clock: End of the competitions
 - 20.00 o'clock: Dinner
- Saturday:
 - 08.00 o'clock: Beginning of the competitions
 - 17.00 o'clock: End of the world championship
 - 20.00 o'clock: Dinner with award ceremony and conclusion of the world championship
- Sunday: Departure of the delegations after breakfast

26. UICR Liaison team

- 26.1 The UICR committee names a liaison team consisting of three independent members:
 - a.- the president of the UICR jury
 - b.- a technical expert
 - c.- an expert in regulations
- 26.2. The UICR liaison team provides organizational support with regard to planning and realization of the event.
- 26.3 The organizer provides the team with an interpreter on location if necessary.
- 26.4 The team visits the location as often as necessary to make sure preparations go well. A protocol is drawn up for each check which is passed on to the UICR board.
- 26.5 All calls for tender, regulations etc. must be approved by the UICR liaison team.
- 26.6 At the last check two months before the world championship all evaluations are set up and approved after tests by the UICR liaison team. At this occasion



it is also verified (test runs) if the calculation programs comply with the regulations.

- 26.7. All diversions from the duties record book as well as the UICR regulations must be approved by the UICR liaison team.
- 26.8. On the Wednesday before the world championship the UICR liaison team makes a final check and clears the evaluations for the world championship.
- 26.9. The organizer carries all costs for meals and accommodation of the UICR liaison team at the location of the competition. If the world championship is held outside Europe, the organizer also covers the travel costs from a central location in Europe to the location of the competition and back.
For the UICR committee, the main judge or guests, the costs for 6 people are free. This includes flights, meals, hotel accommodation, transfers and side program (compare 15.1 Duties record book).