Safe Cycling Guidelines

1. All applicable traffic and safety laws must be obeyed at all times.
2. Cyclists must always remain vigilant and aware of surroundings, keeping a clear understanding of their position on the road to enable the best decisions which positively impact safety.
3. Cyclists must check to ensure bikes are in complete working order prior to all rides. Bikes should be cleaned and tuned on a regular basis to keep them properly maintained.
4. Cyclists must wear required safety equipment while riding to increase visibility and reduce risk of injury.
    a. Helmet, lights, Garmin Varia and all other safety equipment are required to be properly used at all times while riding.
    b. Cyclists should wear appropriate attire for weather conditions.
    c. "Sweep" cyclists must wear reflective vests.
    d. Backpacks (including Camelbacks) are not allowed.
5. Cyclists should use clear hand and voice signals to communicate their intentions to others and when possible, use eye contact to confirm intent. Cyclists should not assume that others know their intentions.
6. Cyclists should ride in a decisive and predictable manner so that vehicles, pedestrians, and other cyclists can anticipate movements.
    a. Cyclists should always assume that cars do not see them.
    b. Cyclists should use extensive caution when riding next to parked cars or in the "door zone."
    c. Cyclists should hold their position in a lane of stopped traffic and only pass vehicles, if it safe to do so, to link up a paceline that has been separated. Cyclists should never pass a large vehicle on the right. Cyclists may pass vehicles if they are riding in a designated bike lane and feel it is safe to do so.
    d. Cyclists should ride on the right side of the road. They should remain as far to the right as practically possible without allowing passing vehicles to put them in a dangerous situation. Cyclists should always ride in a safe and predictable manner.
7. When riding through intersections, cyclists should use the path that best serves the destination.
    a. Cyclists should ensure they are visible to all crossing and turning traffic. This may require leaving a bike lane to ride in a general use lane.
    b. Never ride straight through a right turn only lane. Safely merge left into the flow of traffic if the situation allows.
    c. Cyclists should use left turn lanes to turn left. If cyclists cannot cross over into a left turn lane, they should safely stop off the side of the road and use a crosswalk to avoid an unsafe situation.
8. When necessary, cyclists should "take the lane." This means that a pace line should behave and be treated as a vehicle in a lane in order to establish a safe position on a roadway. Examples include, but are not limited to:
    a. Roads with limited or no shoulder, where a passing vehicle could cause cyclists to be moved off the road.
    b. Situations with limited visibility due to parked vehicles, single-lane roads or curves in the road and weather conditions.

c. Traveling through intersections where cars may try to attempt a right cross, left hook or another unsafe maneuver.
d. Traveling on city streets with designated markings.

9. Cyclists are never permitted to ride three-wide. Cyclists must ride single file except:
a. In bicycle lanes or shoulders where there is enough room for two cyclists to ride side by side with all parts of the cyclists to the right of the white line. "Conversation lanes", as they are known, are typically five feet wide or more and must be acceptable by law.
b. When a lane size does not allow for a vehicle to safely pass a cyclist. Cyclists are permitted to ride two-wide to establish a controlled lane position on the roadway and should properly use the "control and release" technique when it is safe to resume single file riding.
c. When making a left turn with a group of cyclists or at a red light to maintain lane position.
d. When riding in a police or team escort for an arrival or other special circumstance.

10. While riding in traffic:
a. Cyclists must never ride alone. Cyclists that find themselves alone, must stop on the side of the road in a safe and visible location and wait for the next group or support vehicle.
b. Pacelines must be a minimum of two people. The maximum paceline size will be determined by Ability Experience staff with consultation from the Project Manager and cycling coaches.
c. Pacelines will keep an appropriate distance between each group as to allow for vehicles to pass and safely move back into the lane between each group if necessary.
d. Cyclists should maintain a composed attitude while on the road and use common sense when interacting with motorists. They must realize that frustrated motorists often take anger out on other pacelines ahead. Cyclists should remain calm and courteous.

11. Cyclists must always ride with at least one hand on the handlebar.

12. Staff, Project Managers, and/or Crew Chiefs will assign Paceline Captains prior to rides. Paceline Captains are responsible for operations of the paceline for the day. All cyclists are expected to assist in keeping the paceline safe and effective.

13. "Sweeps" will be assigned each day and must ride in the last paceline except during arrival events.

14. Cyclists must not advance past the lead support vehicle.

15. Cyclists must obey all crew member directions and communication.
a. Red flags are used to stop cyclists and other crew members in a safe location to inform them of road conditions or directions, allow support vehicles to mark turns ahead, or regroup and space out pacelines.
b. Cyclists and crew will use established hand signals to communicate while on the road.

16. Cyclists must not deviate from the route marked by support vehicles, team paint or GPS. Should any cyclists get lost, they must stop in a safe place and contact the nearest crew member to alert them of their location.

17. Cyclists that need to stop for a restroom, gas station, etc. should have one person stay with the bikes at the side of the road and be visible to the crew. He should communicate the number of cyclists in the group to keep an accurate count for crew. Stopping for extended periods of time should be avoided.

18. Cyclists are expected to ride every mile barring mechanical issue, injury, illness or unsafe conditions.

19. Cyclists must eat properly and hydrate themselves regularly while riding and during recovery.

20. Cycling while intoxicated or displaying effects of alcohol or drugs is strictly prohibited.

21. The use of cell phones, cell phone cameras, smart watches or other technology should not be used while riding. Cyclists must stop in a safe location to interact with the device.
    a. Cell phones are prohibited while on the bike. They should be kept in your back pocket or bike/saddle bag.
    b. GoPros (or the like) may only be used if secured to the bike using an approved mount specifically made for the device.
    c. Smart watches / bike computers are permitted solely for the purpose of a bike computer and/or GPS unit.
22. Listening to music (podcasts, audiobooks, etc.) while riding with or without headphones is strictly prohibited.
23. Riding to local stores or attractions must be approved by the Project Manager. Safe cycling guidelines still apply to leisure rides.
24. All instances of unsafe behavior or dangerous situations, including lost cyclists, should be reported on a Near Miss/Accident form within 24 hours of the incident.
25. Team Members should always use sound judgement to refrain from any actions or activities that would result in putting the individual, the paceline, the team, or the organization at risk.
26. Team Members should be constantly assessing the road conditions. If at any time a team member feels unsafe due to road conditions, they should stop and contact the nearest crew member to review the options. Team members are responsible for their own safety and should remain vigilant in assessing road conditions.
27. Team members deemed to be cycling in an unsafe manner will be disciplined, from racking for the remainder of the day's ride up to removal from the team.

Trail Cycling Guidelines

There will be times when event routing puts the team on Rail-to-Trail paths, bikeways/greenways or gravel trails. In addition to guidelines previously mentioned, team members should also adhere to the follow trail guidelines:

1. **Right of Way and Sharing the Path**
    - Keep to the right side of the trail to allow others to pass on your left
    - Yield to pedestrians at all times - they have the right of way on shared-use paths
    - When approaching pedestrians from behind, announce your presence by calling "On your left"
    - Slow down when approaching children, pets, or unpredictable path users
2. **Speed and Control**
    - Maintain speeds appropriate to trail conditions, visibility, and user density
    - Ride slower in crowded areas, around blind corners, and during high-traffic times
    - Be prepared to stop quickly if needed - trails often have unexpected obstacles
3. **Group Riding on Trails**
    - Ride single file on narrow paths and in areas with other users
    - Do not ride more than two abreast, even on wider trails
    - Keep appropriate distance between pacelines to allow other trail users to pass
    - Communicate clearly with your group about obstacles, stops, and passing
4. **Communication and Awareness**
    - Use verbal signals to alert others of your presence
    - Maintain awareness of your surroundings at all times
    - Scan ahead for potential hazards or obstacles

5. **Dogs and Pet Owners**
   - Be extremely cautious around dogs on trails - slow down and give them wide berth
   - Watch for long or retractable leashes that may cross the entire path
   - Announce your presence early to pet owners to allow them time to control their pets
   - If a dog appears aggressive, stop and dismount until you can safely pass
6. **Runners and Other Athletes**
   - Be aware that runners may be wearing headphones and unable to hear your approach
   - Runners may make unexpected lateral movements or turns
   - Give extra space when passing runners, especially if they're running in groups
7. **Trail-Specific Obstacles**
   - Watch for bollards (the metal or concrete posts at trail entrances) designed to prevent vehicle access
   - Approach trail entrances slowly and in single file to navigate between bollards safely
   - Be alert for trail furniture like benches, water fountains, or map displays where people may gather
   - Watch for maintenance vehicles that may occasionally use the trail
8. **Trail Etiquette**
   - Observe all posted signs and rules specific to the trail
   - Come to a complete stop at all road crossings and trail intersections
   - Be courteous to all trail users - you represent all cyclists to the public
   - Leave no trace; all trash should be discarded in trash receptacle or placed in your back pocket until the next crew support vehicle
9. **Safety Equipment**
   - Wear all required safety equipment, including helmets, lights, and reflective gear
   - Ensure your bike is in good working condition before starting your ride
10. **Trail-Specific Hazards**
    - Watch for surface changes including gravel, sand, mud, water, or debris
    - Be cautious on wooden bridges or boardwalks, especially when wet
    - Take extra care at trail/road intersections
    - Be alert for wildlife on or near the trail
11. **Emergency Procedures**
    - If stopping for any reason, move completely off the trail
    - Know your location on the trail to direct emergency services if needed
    - Report trail hazards or maintenance issues to the appropriate authorities
12. **Riding with Support Vehicles**
    - Crew stops will be set at designated trailheads or access points. Crew members will notify cyclists of any trail segments that may exceed 10 miles so cyclists can prepare accordingly with extra snacks, etc.
    - Crew members will never drive support vehicles on trails unless for emergency purposes and it is deemed safe to do so