

CSC RUN BY THE BAY 2017
Marina Barrage, 01 October 2017

RULES AND REGULATIONS

1 AGREEMENT

1.1 The CSC RUN BY THE BAY 2017 is organised by the Civil Service Club and is referred to collectively as "The Organiser" in accordance with the Rules & Regulations.

1.2 Completion of the official online registration form confirms the participant's agreement to abide by the relevant race Rules and Regulations.

2 INDEMNITY AND SAFETY

2.1 Whilst every reasonable precaution will be taken by the Organiser to ensure the Participants' safety, Participants run at their own risk and the Organiser will not be responsible or held liable for any loss or damage, personal or otherwise, injury or death, howsoever arising during participation in the race.

2.2 Participants are strongly advised to go for a medical examination and/or consult their medical practitioner prior to registration and before the actual race day.

2.3 Participants are advised not to run if they are not feeling well. A participant must retire from the race immediately, if required to do so by any member of the official medical staff, Race Director, Referee and/or Security Officer.

2.4 Due to safety reasons, pets, bicycles, in-line skates, prams, push carts, shoes with built-in or attached rollers and any other wheel-run objects are not allowed on the course other than official race and medical vehicles.

2.5 Children between the ages of 6 to 15 as of 1 October 2017, participating under the 5KM Fun Run Category and 1KM Parent & Kid Dash, must be accompanied by parent(s) who will be responsible for their safety during the event.

3 CATEGORY AND EVENTS

3.1 The CSC Run shall comprise three Categories, namely Open Category, Public Service Category and 5KM Fun Run. Details on the three categories are as follows:

A) Open Category (Individual)

- a) The Open Category (except the 1KM Parent & Kid Dash) is open to any individual above the age of 16 years old as at 1 October 2017.

B) Public Service Category (Individual and Team)

- a) The Public Service Category is strictly for Civil Servants and officers serving in statutory boards, institutions of higher learning, government-aided schools and corporatised/ privatised organisations of the Government whose shares are not public listed. The following personnel are not eligible to compete in the Public Service Category. They can, however, participate in the Open Category.
 - ~ Public officers who had represented Singapore (including those as Reserves) in SEA Games, Asian Games, Commonwealth Games or Olympic Games from 2015 to 2017,
 - ~ Runners who are professional runners for Clubs, etc from the years 2015 - 2017, and
 - ~ Full-time National Servicemen
- b) The age criterion is as at 1 October 2017.
- c) Race category and race entry are strictly non-transferable. Runners registered for team events shall automatically be included in the equivalent individual events.
- d) 10KM Team events are open only to civil servants and employees of Statutory Boards. The teams must register through their respective Sports Liaison Officers/Team managers of the government agencies.
- e) Each 10KM Team of 4 team shall comprise of 4 runners.
- f) All the team members must meet the age criteria, as at date of race, for the team events.
- g) The finishing timings of all four runners in a team shall be aggregated to determine the position of the teams.
- h) A runner is allowed to register in only one team and it must be in the same category as the individual event that he or she is participating.

- i) All members of a registered team shall automatically be registered for the individual event in the same category. Runners in team events shall also qualify to win individual prizes for the same event.
- j) Points will be allocated to all the 10KM team events to determine the overall position of the participating government agencies.
- k) The 21KM Ekiden team shall comprise 3 runners of same gender. Each runner will run distance of 7KM. A baton with timing chips will be passed from one runner to the next runner. This is a fun event and no championship points will be awarded.

C) 5KM Fun Run Category – Individual and Family Package

- a) The Fun Run Category is open to Public and Public Officers.
- b) The distance for the Fun Run is 5KM.
- c) Participants in the Fun Run Category will not be timed and not entitled to finishing certificates.
- d) Only public officers and CSC Members can register for the Family Package which includes their spouse and two children to run in the category.
- e) The terms and conditions for Fun Run Family Package are as follow:
 - i. The main registrant **must** be a Public Officer or CSC Member.
 - ii. The main registrant can register his spouse and maximum of two children to run for free in the Fun Run Category. Children must be between the ages of 6 to 15 as of 1 October 2017.
 - iii. Only the main registrant and spouse are entitled to a race pack and race singlet. Children shall only be issued with number bibs but not eligible for race singlet, goodie items, bag deposit, etc.
 - iv. The main registrant **must** accompany his or her children for the run and shall be totally responsible for their safety. The main registrant agrees that the registered family members participate at their own risk and the Organisers shall **not** be responsible for any mishaps, injuries or death that may occur as a result of their participation in the event.
 - v. The main registrant and family members are only eligible for one-time submission online.

4 REGISTRATION FEES

4.1 The Registration Fees shall be as follows:

4.1.1 Category and Registration Fees

Category	CSC Member / Public Service Employee		Open	
	Early Bird	Normal	Early Bird	Normal
21KM – Individual	\$45	\$50	\$53	\$63
10KM – Individual	\$35	\$40	\$43	\$53
5KM Fun Run – Individual (Non-Competitive)	\$20	\$30	\$33	\$43
5KM Fun Run – Family Package (Non-Competitive)	\$40 per package	\$60 per package	Not Applicable	
1KM Parent & Kid Dash – Family Package (Non- Competitive)	\$30 per package	\$35 per package	\$35 per package	\$40 per package

Notes:

The 5KM Fun Run Family Package is for 4 family members (main registrant, spouse and two children). The main registrant must be a Public Service Officer or CSC Member. The two children must be between the ages of 6 to 15 years old as of 1 Oct 2017. Only the main registrant and spouse are entitled to Race Entitlements.

The 1KM Parent & Kid Dash is for 1 adult and 1 child. The child must be between the ages of 6 to 15 years old as of 1 Oct 2017. Both adult and child are entitled to Race Entitlements.

4.1.2 Public Service Team Events

Public Service Team of 4 Events (Only for Civil Servants and Government Officers only)	Registration Fee (Per Team)	
	Early Bird	Normal
10KM – Public Service Men’s Team	\$140	\$160
10KM – Public Service Men’s Senior Team	\$140	\$160
10KM – Public Service Men’s Active Agers Team	\$140	\$160
10KM – Public Service Women’s Team	\$140	\$160
10KM – Public Service Women’s Senior Team	\$140	\$160

Refer to Point 3B-a to k for details.

4.1.3 21KM Ekiden Event

21KM Ekiden	CSC Member / Public Service Employee (Registration Fee Per Team)		Open (Registration Fee Per Team)	
	Early Bird	Normal	Early Bird	Normal
21KM Ekiden Event (Open / Public Service - Team of 3 runners of same gender)	\$80	\$100	100	\$120

Refer to Point 3B-l for details.

4.2 Once registration has been duly processed, there will be **no fee refund** for Participants who do not eventually take part in the event for whatever reasons or who have registered in a wrong category.

5 REGISTRATION

5.1 The registration instructions are as follows:

A) Registration for Individual Events

- a) Registration for individual events under the Open Category, Public Service Category (Public Officers) and Fun Run Categories can be done online in the race website under "Race Information" > "Race Details" page.
- b) Public officers can register to participate in any one event under the Public Service Category subject to them meeting the age criteria for that event. Runners must fulfil the stipulated age criteria as at 1 October 2017 otherwise they will be disqualified.

B) Registration for Public Service Team Events (open to Public Officers only)

- a) Only Sports Liaison Officers/Team Managers of the respective government agencies can register online for team events under the Public Service Category. There is no limit to the number of teams that can be registered. Payment should be made online after each team registration. At point of registration, details of all the runners in the team need to be inputted.
- b) All 10KM Team of 4 teams shall comprise of 4 runners of the same gender.
- c) All 21KM Ekiden teams shall comprise of 3 runners of the same gender.
- d) Sports Liaison Officers / Team Managers can also register public officers in "bulk" for individual events if their fees are sponsored by their respective agencies.

5.2 The Organiser will not entertain nor be in any way responsible for any disputes arising from incomplete registration details.

5.3 There will not be any on-the-spot registration on the race day.

5.4 The Organiser reserves the right to limit and/or refuse entries without giving any reason.

6 ROUTES

6.1 The routes for the 21KM, 10KM, 5KM Fun Run and 1KM Parent & Kid Dash will be posted in the "Race Information" webpage nearer the event date.

7 CLOSING DATE

7.1 The closing date for entries is **10 September 2017**.

8 RESULTS AND TIMING

8.1 All results and rankings will be based on Gun Time (Time from the start signal until the runner crosses the finish line). Participants who commence before the actual start time of the race entered for will be disqualified.

8.2 Timings will be recorded only for the competitive Open Category and Public Service Category. No timing will be recorded for the 5KM Fun Run and 1KM Parent & Kid Dash Categories.

9 PRIZES

9.1 Prizes for the Open Category and Public Service Category are given in the "Race Information" webpage.

9.2 Each winner is allowed only one prize-money award for individual events.

9.3 Participants in the Open Category and Public Service Category who successfully complete the race in their elected category will each be awarded a Finisher's Medal and Finisher's Certificate (soft copy). The online Finisher's Certificate can for downloaded shortly after the race.

9.4 Participants in the Fun Category will not be timed nor awarded any Finisher's Certificate.

10 PRIZE GIVING CEREMONY

10.1 All prizes for the Open Category and Public Service Category will be given out on the race date.

10.2 The Prize-Giving Ceremony on the race date shall commence at about 9.30am. Only the top three winners of individual events and team events will be given out during the Prize Presentation ceremony. The rest of the prizes can be collected at the Prize Collection Table.

10.3 Winners must produce their identification cards and bibs when collecting the prizes. All prizes must be collected by 11.00am on day of run otherwise they will be forfeited. Participants must be present to claim their prizes during the prize presentation, failing which the prizes will be forfeited.

10.4 Captains of winning Public Service teams must ensure that their teams are present to collect the prizes.

11 RACE PACK

11.1 All Participants must collect their race packs that include the number bibs and singlet on the designated Race Pack Collection Days.

11.2 If Participants are unable to collect their race pack in person, they may appoint a representative to collect on their behalf with a Letter of Authorisation. Please note that representatives must produce their identity card/photo ID together with Letter of Authorisation.

11.3 No late collection will be entertained. Race packs which are not collected after the collection date will be deemed as property of the Organiser who reserves the right to dispose or re-distribute them accordingly.

11.4 Each appointed representative can collect up to a maximum of six (6) race packs including his own race pack if he/she is a registered runner.

11.5 Participants, who have been issued number bibs of the wrong category, are required to bring it to the attention of the registration officials prior to the commencement of the race on the race day.

11.6 Runners are reminded to bring their e-receipt together with their identity card/photo ID to collect the race pack. If you have misplaced the e-receipt, you can contact the Organiser for a duplicate copy. Please note that exchange of race singlet is **not** allowed during race pack collection.

11.7 Participants are advised to select the sizes of their singlet correctly, based on the Size Chart during online registration, as the Organiser will not entertain any request for exchange of singlet.

11.8 For Public Service Category, Team Managers/Team Leaders are responsible for the following:

- a) Collection of race packs for team members that they had registered, on the designated collection dates;
- b) Issue the race bibs to all their participants prior to date of run,
- c) Issue the bibs in accordance with the names and their corresponding bib numbers so as not to affect the team scoring,
- d) Remind their participants to bring their number bibs.

12 WEARING OF RACE BIBS

12.1 Participants must wear the assigned number bib as instructed. Participants who are not wearing the number bib will not be allowed to enter the starting area and will be taken off the course by security officers.

12.2 Participants must wear their number bibs prominently in front of their t-shirts or running vests. The four corners of the number tag must be secured by safety pins onto their t-shirts or running vests.

13 DISQUALIFICATION

13.1 The Organiser reserves the right to disqualify a participant if he or she:

- a) Registered in an ineligible category
- b) Did not meet the age criteria
- c) Fails to check in
- d) Fails to wear the number bibs assigned to him/her
- e) Fails to report on time at starting point
- f) Fails to wear his or her number bibs or wearing it improperly resulting in the inability of Race Officials at checkpoints and finishing points to see the bib number
- g) Fails to pass through the checkpoints along the route
- h) Giving incorrect personal information
- i) Fails to produce staff card (for Public Service Category) during race pack collection
- j) Argue or confront any race officials

14 PHOTOGRAPHY

14.1 The Organiser reserves the right to use any photographs (including those of Participants), motion pictures, recordings, or any other media records of the CSC Run By The Bay, for any legitimate purpose, including commercial advertising and distribution to sponsors and partners.

14.2 Photography and/or videography will be taken during the event for news and publicity purposes by the official photographer and/or videographer, and may be used for print and on online/electronic platforms of the Organiser. The Organiser owns all rights to the photographs and video recordings. If you do not wish to have any photographs or video recordings taken of you, please inform the Organiser at the event site.

15 APPEALS

15.1 For prize winners or possible prize winners, disputes and appeals must be made on-the-spot within 10 minutes of the published results on the results notice board on-site or immediately after the prize presentation, whichever is earlier.

15.2 For all other Participants, disputes and appeals regarding the results must be submitted in a written format, including electronic mail within 7 days of race day.

15.3 The Organiser reserves the right not to entertain any dispute or appeal after the seven days period.

15.4 Protest must be submitted in accordance with the following procedure:

- a) to the Organiser,
- b) in writing using the Official Protest Form,
- c) by the Co-ordinator/Team Manager for Public Service Category only,
- d) together with a deposit of \$50, and
- e) in protest concerning results, within 15 minutes from the time the official results are posted on the Results Board.

15.5 If the protest is rejected, the deposit will be forfeited. If the protest is upheld, the deposit will be returned. The decision of the Appeal Committee is final and the Organising Committee will not consider any appeal nor enter into any correspondence with Participants.

16 OTHERS

16.1 The Organiser reserves the right to cancel, postpone or change the venue, date and time of the Event. There will be no fee refund if the event is cancelled for whatever reason.

16.2 In the event of inclement weather or unhealthy haze condition, the Organiser reserves the right to delay the commencement of the race. Should the inclement weather or haze condition persist after delay, the Organiser reserves the right to combine races or cancel the event without any refund of registration fees already paid.

16.3 The Organiser reserves the right to amend any rules and regulations without prior notice.

16.4 Failure to observe the rules and regulations shall result in disqualification and no refund will be given. The Organiser and their servants and/or agents will not be held responsible for any claims arising out of any death or injury, damage or loss, suffered or caused while attending this competition, and this includes all costs and expenses incurred as a result of such claims.