

SHELL ECO-MARATHON EUROPE 2017

OFFICIAL RULES

CHAPTER II



CONTENTS

FOREWORD	4
1. GENERAL	5
ARTICLE 200: PARTICIPANTS	5
ARTICLE 201: DRIVERS	6
ARTICLE 202: TEAM NAMES	6
ARTICLE 203: MANDATORY DOCUMENTS	6
ARTICLE 204: ORDERING MANDATORY EQUIPMENT	6
ARTICLE 205: INSURANCE	7
ARTICLE 206: DAMAGES NOT COVERED BY THE ORGANISERS	7
ARTICLE 207: PENALTIES	7
2. SAFETY	8
ARTICLE 208: SMOKING	9
ARTICLE 209: DRUGS AND NARCOTICS	9
ARTICLE 210: ALCOHOL	9
ARTICLE 211: DRIVING UNDER THE INFLUENCE OF ALCOHOL AND/OR NARCOTICS	9
ARTICLE 212: FIRE SAFETY	10
ARTICLE 213: SHIPPING DANGEROUS GOODS	10
ARTICLE 214: TOOLS AND WORK EQUIPMENT	10
ARTICLE 215: MOVING PROTOTYPE AND URBANCONCEPT VEHICLES	11
ARTICLE 216: TEST TRACK	11
ARTICLE 217: PEDESTRIANS	11
ARTICLE 218: PARTICIPANT DRONES	11
3. PADDOCK RULES	12
ARTICLE 219: COMPLETE PADDOCK AREA HOUSEKEEPING	12
ARTICLE 220: PADDOCK ACCESS	12
ARTICLE 221: PROTECTIVE EQUIPMENT AND MATERIALS	12
ARTICLE 222: MATERIAL SAFETY DATA SHEETS (SDS)	13
ARTICLE 223: SAFETY WALKS	13
ARTICLE 224: EMERGENCY EXITS	13

4. SECURITY 14

IMPORTANT TELEPHONE NUMBERS	14
USE OF PUBLIC TRANSPORT	14
ELECTRONIC EQUIPMENT.....	14
COMMUNICATIONS	14
WHAT SHOULD I DO TO AVOID BECOMING A VICTIM?.....	15

5. COMPETITION/PRACTICE 16

ARTICLE 225: DEFINITION OF COMPETITION	16
ARTICLE 226: START AND FINISH OF COMPETITION.....	16
ARTICLE 227: RFID TAG ATTRIBUTION	17
ARTICLE 228: MANDATORY BRIEFING	17
ARTICLE 229: FUEL CONSUMPTION CHECKS.....	17
ARTICLE 230: BREAKDOWNS AND OTHER INCIDENTS.....	17
ARTICLE 231: PANEL INFORMATION	17
ARTICLE 232: TIMEKEEPING	17
ARTICLE 233: RACE DIRECTOR AND MARSHALS	18
ARTICLE 234: TRACK ACCESS CONDITIONS.....	18
ARTICLE 235: IDENTIFICATION OF VEHICLES (PROTOTYPE AND URBANCONCEPT)	19

6. COMPETITION SCHEDULE 20

7. TROPHIES, PRIZES AND AWARDS 23

ARTICLE 236: AWARDS PRESENTATION.....	23
ARTICLE 237: TRANSFER OF PRIZES.....	23

8. MISCELLANEOUS TERMS AND CONDITIONS 24

ARTICLE 238: TRAVEL ALLOWANCE	24
ARTICLE 239: THIRD PARTY RIGHTS.....	24
ARTICLE 240: PHOTOGRAPHY AND VIDEOGRAPHY RIGHTS.....	24
ARTICLE 241: RELEASE FROM LIABILITY.....	24

FOREWORD



Dear Shell Eco-marathon participants, friends and enthusiasts.

Welcome to **Shell Eco-marathon Europe 2017**. From May 25 to 28, 2017 Shell Eco-marathon Europe will again hit the streets of London, UK, with almost 200 Teams trying to push the boundaries of energy efficiency.

After a first successful year at the Queen Elizabeth Olympic Park, it is with great anticipation that we come back in this iconic venue.

The grassroots of Shell Eco-marathon are based on the ingenuity, hard work and dedication of students from around the world. I would like to remind you that all activities related to your Shell Eco-marathon project must be carried out by the registered Teams and its participants. The Organisers reserve the right to withhold technical inspection approval for Teams which show substantial knowledge gaps over the design of their vehicle and the functional principles of its component parts.

Remember that you need to get to the competition prepared, with your vehicle ready. So it's highly important to:

- **Read the Shell Eco-marathon 2017 Global Rules, Chapter I carefully.** The document presents all technical and safety rules applied to both Prototype and UrbanConcept classes.
- **Watch the Tech Tips on YouTube.** The videos explain the technical rules in an easy-to-understand way. We have added four new videos for this season.
- **Read this document carefully.** The Chapter II Rules will present to you specific logistics information you need ahead of Shell Eco-marathon Europe 2017.

I look forward to seeing you from May 25 to 28, 2017 in London!

Gilles Vanier

Shell Eco-marathon Europe Technical Director

1. GENERAL

The Shell Eco-marathon 2017 Global Rules, [Chapter I](#) and the Shell Eco-marathon Europe 2017 Rules, Chapter II apply during the entire duration of the Participants' presence on Site. The Organisers reserve the right to modify any Article of the present Rules in both documents.

Shell International Limited (which is incorporated and registered in England with company number 3075807, address: Shell Centre, York Road, London, SE1 7NA, UK), hereafter known as "Event Organiser" or "Organiser" is the organiser of Shell Eco-marathon Europe 2017, the "Event".

The Event will be open to Participants from May 22 - 28, 2017 at Queen Elizabeth Olympic Park in London, United Kingdom (the "Site"). The Site is owned by the London Legacy Development Corporation, hereafter known as "Site Owner".

Teams will have access to the Paddock from Monday, May 22 at 09:00 after they have checked in and need to clear their garage in the Paddock area by 22:00 on Sunday, May 28 at the latest. Teams may invite guests to come to the Make the Future Live featuring Shell Eco-marathon Europe event site on public opening days, which are from May 25 - 28, 2017. Admission to the Event is free.

ARTICLE 200: PARTICIPANTS

Teams will be allowed to bring a maximum of 20 (twenty) Participants to the competition. Only these twenty Participants will receive a light green wristband giving them access to their garage in the Paddock area. The Team Manager, Driver and Reserve Driver must also register at Technical Inspection upon arrival in the Paddock.

Teams with four or more Participants under the age of 18 must be accompanied by at least one adult per four underage Participants, in addition to the professor, teacher or adult leader. Chaperones must register in order to receive credentials for Paddock and Campsite access.

Each Team is responsible for all other costs and expenses associated with participating in the Event i.e. travel from home country to the UK and back, airport transfer, hotel/accommodation, building, shipping and freight cost for vehicle, etc. The Organisers will provide Travel Allowance to each Team (See [Article 238](#)).

The Team Manager is the Team's sole official liaison with the Organisers. The Team Manager must be a student. All information will be addressed to him/her. For the purposes of the Event, he/she will be responsible for and speak on behalf of the Team. If the Team Members are under 18 years of age, the Team Manager may be a Faculty Advisor.

The Organisers will provide the following for the Teams:

- Bus shuttle services from the Campsite to Stratford Waterfront;
- Ten Participant goodie-bags;
- Vehicle stickers (see [Article 235](#));
- Participant badges and lanyards (1 per Team Member);
- Two yellow armbands for start/finish access;
- Light green Participant wristbands to access the Paddock (proving they have attended the HSSE induction, 1 per Team Member); and
- Team Manager, Driver and Reserve Driver wristbands equipped with individual RFID codes.

ARTICLE 201: DRIVERS

Drivers must be at least 16 years old on the day of the competition. In all cases, Drivers must be students of the educational institution in question. Proof of enrolment must be provided upon request. A driver's license is not mandatory.

ARTICLE 202: TEAM NAMES

Teams are permitted to select names that are appropriate to their research and the Event. Names that are offensive or disrespectful to others who may be participating will not be considered appropriate. Generally, this means Teams should avoid using names with religious or political connotations.

ARTICLE 203: MANDATORY DOCUMENTS

At Participant Check-in on Monday, May 22 and Tuesday, May 23, the Team Manager must present official identification (national identity card or passport), and must have completed and uploaded the documents requested in Phase 3. The Organisers will not authorise entry to the event if Phase 3 has not been successfully submitted. The mandatory documents are the following:

- A copy of each of the Team Members' valid passport or ID card;
- A signed copy of the Terms and Conditions of participation by all Team Members; and
- A signed copy of the Team's financial information, consisting of:
 - a. Deposit guarantee letter: an agreement allowing the Organisers to charge Teams the corresponding amount in case of damage or loss of the following items:
 - Transponder;
 - Electrical connections and accessories;
 - Telemetry equipment;
 - Joulemeter;
 - Event facilities (Exhibition area and assets);
 - Track facilities
 - b. Bank details: After the Event, any applicable travel allowances and prize money will be credited to this bank account. The deposit shall be debited in the above cases of damage or loss. Once the Organisers have made all such transfers successfully, the Organisers shall not be liable for any disputes between Participants thereafter and no correspondence shall be entertained.

Participants will only be issued with their Certificate of Participation for Shell Eco-marathon Europe 2017 provided they have submitted the required information and documents.

ARTICLE 204: ORDERING MANDATORY EQUIPMENT

This article applies to Teams that do not yet have the required equipment in their possession. The following equipment is mandatory and will be purchased via the Organiser (see the Shell Eco-marathon E-shop [here](#)):

Fuel tanks (petrol or diesel fuel)

Standard fuel tanks shall be obtained from the Organiser. These tanks are mandatory and shall not be modified.

- Prototype: 30, 100 or 250 cc
- UrbanConcept: 30, 100, 250 or 350 cc
- Horn

ARTICLE 205: INSURANCE

The Organiser has as a standard procedure and liability insurance for large scale events.

Damages concerning theft or other damage occurring to Teams' vehicles, personal belongings and/or equipment are not covered by this insurance policy.

Damages coming from inappropriate behaviour will not be covered. Personal injuries are also not covered by this insurance policy. Teams are urged to get sufficient insurance coverage both for themselves and their vehicles for the duration of the Event.

The Organiser shall not be held liable in the event of unauthorised use of the Track (this includes the Main Track and the Test Track) outside the regularly scheduled hours for testing and competition, or in any case of unauthorised driving outside the stipulated areas (see [Article 215](#)).

ARTICLE 206: DAMAGES NOT COVERED BY THE ORGANISERS

Any damage caused by Participants to track facilities and surroundings and/or to Shell Eco-marathon facilities and/or the Site shall be charged to the Teams having caused said damage. The deposit will be used to cover these damages (see [Article 203](#)), but liability is not limited to this amount.

ARTICLE 207: PENALTIES

The Organisers will exclude, disqualify or otherwise penalise any Participant/Team who, in the judgment of the Organisers, is displaying unsafe behaviour or behaviour that goes against the spirit of the competition, or has violated any of the Shell Eco-marathon 2017 Global Rules, Chapter I and the Shell Eco-marathon Europe 2017 Rules, Chapter II, including but not limited to:

- Non-compliance with on-Track safety or driving rules (unsafe or unwise behaviour); and
- Non-compliance with off-Track safety rules including but not limited to the Paddocks, Participant amenities area, Participant accommodation and other off-track facilities.

Unless otherwise specified, the Organisers will apply the following penalties for the following infractions:

- 1st infraction: Formal warning to the Team Manager;
- 2nd infraction: Best overall attempt invalidated at the end of the competition; and
- 3rd infraction: Immediate Team disqualification.

The Organisers reserve the right to disqualify the Team immediately, depending on the gravity of the offense, without recourse to warnings.

2. SAFETY

The Organisers are determined to achieve GOAL ZERO, NO HARM, NO LEAKS. Goal Zero means carrying out the Event safely so that we ensure that there is no harm to people, no damages to assets, and no detriment to the environment.

GOAL ZERO PRINCIPLES

In order to meet our Goal Zero initiatives, we need to apply the Health, Safety, Security and Environment (HSSE) Golden Rules.

The three HSSE Golden Rules are, YOU and I:

- Comply with the law, standards and procedures;
- Intervene in unsafe and non-compliant situations; and
- Respect our neighbours.

The Organisers will monitor and manage the Event using a Safety Team. The purpose of the Safety Team is to promote good practices, challenge unsafe conditions and behaviours, and assist the Teams any way that they can. If a Participant is asked for cooperation by the Safety Team then they should treat this with seriousness and comply with all reasonable requests.

Team Managers shall be responsible for enforcing the following regulations, which are drafted in the best interests of all Participants and the success of the Event, with all Participants in their Team. Any regulatory non-compliances will be subject to the penalties stated in [Article 207](#).

We expect all Participants to comply with all safety rules, intervene if they notice any unsafe and non-compliant situation and show respect during the Event. As such participating Teams must:

- Participants must use proper Personal Protective Equipment (PPE) when working on their vehicles i.e. gloves, safety glasses, ear plugs, coveralls, etc.;
- Listen and comply with the instructions provided by any of the Organisers or personnel acting on behalf of the Organisers;
- The Organisers reserve the right to disqualify a Team and to order them to either “stop work” until the matter in question is rectified or to be “dismissed from the competition area” for not complying with any safety rules; and
- Teams that are found to be in violation of any of these rules will be issued a formal written warning and this will be registered against the Team in question. If a Team receives three (3) of such warnings, they will be automatically disqualified from the competition.

The Organisers reserve the right to disqualify the Team immediately, depending on the gravity of the offense, without recourse to warnings.

Health is also a main concern. If you are currently under medication, please bring enough medicine for the duration of the Event. Please tell us of any specific medication needs/allergies in the “Special Requirements” box in Phase 3.

To achieve this and fulfil our duty of care to both Participants and visitors, the Organisers will work with all relevant agencies (including local government, national regulators and venue related stakeholders) to put plans, policies and procedures in place to manage risk and potential emergency situations that arise.

ARTICLE 208: SMOKING

Shell draws Participants' attention to the fact that smoking is extremely harmful to health.

Smoking (including the use of electronic cigarettes) is only allowed in the external designated smoking areas.

ARTICLE 209: DRUGS AND NARCOTICS

UK law strictly forbids the possession, distribution and the consumption of illegal drugs. The Organisers strictly forbid the use and distribution of narcotics for anyone attending or participating in this Event.

Law enforcement officers may intervene anywhere within the Site premises to carry out searches for narcotics. In addition to legal prosecutions from the authorities, any drug and narcotics related breach of the regulations will be treated as equivalent to a third infraction of the Team which will result in immediate Team disqualification (see [Article 207](#)), even if no prior violation has occurred.

ARTICLE 210: ALCOHOL

Shell draws Participants' attention to the fact that the abuse of alcohol is harmful to health.

Alcohol is strictly prohibited at any time in the Paddock area. No alcohol consumption is allowed at the Campsite after midnight. Access to the Paddock area is strictly prohibited for anyone under the influence of alcohol.

The Organisers reserve the right to intervene and remove from Site (Campsite included) any person(s) found to be, in their sole and absolute determination, in a state unfit to participate. Any behaviour deemed by the Organisers to be unfit and/or inappropriate may be subject to the penalties laid out in [Article 207](#) up to and including, immediate Team disqualification even if no prior violation has occurred.

ARTICLE 211: DRIVING UNDER THE INFLUENCE OF ALCOHOL AND/OR NARCOTICS

Driving under the influence of alcohol and/or narcotics is forbidden.

Before using the Track either for test runs or the competition, all registered Drivers may be subject to random alcohol/drug level checks. Such checks will be systematically conducted in case of serious incidents or accidents on the track.

If a Driver is reasonably suspected to be under the influence of alcohol or narcotics, the Organiser may request them to submit to a breathalyser test, which must be below the value of 0.1 milligram of alcohol by litre of exhaled air (mg/l).

Any alcohol or drug-related breach of the regulations by Drivers will be treated according to [Article 207](#), at least as an equivalent to a '2nd infraction' of the Team, even if no prior violation has occurred.

In addition, the affected Driver will immediately be banned from accessing the track as long as his/her alcohol or drug level is above the stated limit. The Reserve Driver may substitute the Main Driver if she/he is eligible to drive.

Any second alcohol or drug-related infraction will lead to the immediate disqualification of the entire Team.

ARTICLE 212: FIRE SAFETY

In line with the UK Regulations that govern the Event, the Organiser will assess and submit a policy and procedure for managing fire associated risks.

In light of previous fire-related incidents, the Organisers stress that Teams must take managing fire risks with utmost seriousness. Any improper fuel storage or poorly mitigated fire risks deemed to contribute to an unsafe condition will lead to the removal and disposal of the offending items. At the Event, Teams will be briefed on rules and guidelines for fire safety. Team Managers will be required to ensure that their Team strictly adheres to the rules and guidance provided.

Each Team must have a working fire extinguisher in their garage in the Paddock.

ARTICLE 213: SHIPPING DANGEROUS GOODS

Shipping dangerous goods, such as aerosol cans and any battery, is a very serious matter and your Team must address the safety concerns for commercially transporting your vehicle crate. If a Team is commercially shipping a crate to the Site, the Team must engage a Dangerous Goods Packer (DGP). The DGP must inspect and/or pack your crate. Agility Fairs & Events Logistics is the global freighting partner for Shell Eco-marathon and they can assist you with the requirements of packing and shipping your Shell Eco-marathon vehicle crates through commercial carriers. Teams must send proof of inspection (Certificate, Shippers Declaration, or Invoice, etc.) to their Agility Fairs & Events contact (SEM17logistics@agility.com) before the Event in order to compete. The penalty applied to Teams who bypass the requirements for commercially shipping dangerous goods may be considered as the third infraction according to [Article 207](#).

More information can be found in the [Agility Dangerous Goods Shipping Instructions](#).

ARTICLE 214: TOOLS AND WORK EQUIPMENT

As the Event will be held in the UK, the Organisers and Site Owner have to ensure that work equipment at the venue is tested to the standards required by UK legislation. Teams must ensure that the tools and equipment that they bring to the Event are compliant to such standards. The following tools and equipment must have certification to prove that they are in a good working order as deemed by the Organisers:

- Electrical equipment: this must be properly rated for the UK and have a suitable Test Certificate to show that it is fit for use. During the event, the Safety Team will be patrolling the Paddock to check for compliance;
- Cutting or grinding equipment: e.g. Safety guards protecting the cutting wheel must be in place and fixed for use;
- Welding equipment; and

- All air compressors must have a suitable Test Certificate.

Notwithstanding such Test Certificates, in the event the Organisers are of the view that such tools and equipment is/are unsafe, the Organisers have the sole and absolute right to require the immediate removal of the item.

ARTICLE 215: MOVING PROTOTYPE AND URBANCONCEPT VEHICLES

In all places other than on the Track, all Prototype and UrbanConcept vehicles must be moved without the use of the engine. They will be manually pushed or pulled by an accompanying Team Member. This also applies to the pit lane and the Paddock area.

When a vehicle is pushed or pulled, the speed must not exceed a walking pace and the vehicle must never be out of the control of the Participants.

ARTICLE 216: TEST TRACK

By exception to [Article 215](#), a dedicated Test Track is available for testing purposes when the Main Track is also opened for practice or competition. It is forbidden to use the Test Track at night.

The number of vehicles allowed on the Test Track is limited; this is under the control of the Track Marshals. The Safety Team can restrict this number further in case of specific circumstances.

Only vehicles having passed Safety inspection and in full working order e.g. complete chassis and body together and Drivers with full protective equipment will be allowed on the Test Track.

The Organisers would like to point out that the Test Track is of a reduced length and width as compared to the Main Track. Therefore, Teams must ensure that they keep a low speed and have the total control of their vehicles at all times when on the Test Track.

ARTICLE 217: PEDESTRIANS

With the exception of the Track Marshals or any other person duly authorised by them and under their control, no pedestrian is allowed on the track. Track reconnaissance by foot is forbidden. However, the Organisers understand the need for Teams to view the track, and a suitable time will be designated for this, and this will be advised during the mandatory briefing.

ARTICLE 218: PARTICIPANT DRONES

Unmanned aerial vehicles (UAVs), commonly known as drones, belonging to any private individual Participant, are strictly prohibited on Site and on the Campsite.

3. PADDOCK RULES

ARTICLE 219: COMPLETE PADDOCK AREA HOUSEKEEPING

Shell requires Participants to exercise care in their garages, particularly in the following aspects:

- Good housekeeping practices will be required;
- Wearing of Personal Protection Equipment;
- Proper use of portable electric equipment and its protection;
- Electrical connections (e.g. cabling on ground to be duct-taped or appropriately secured);
- Hot works (drilling, cutting, or grinding work) may only be carried out in the designated area;
- Only the professional welder in the designated welding tent may undertake any welding works;
- Food/drink and hazardous (toxic/noxious/flammable/solvent) products should be clearly separated. Flammable products must be stored in a closed metal box; and
- Food preparation is strictly forbidden in the Paddock area. Teams will have a dedicated area near the Paddock to prepare food.

WASTE MANAGEMENT

Participants are responsible for the cleanliness of their immediate area in the Paddock and the surrounding environment. This includes waste management.

To save energy and natural resources, the Organisers will put in place a sorted waste collection system at Queen Elizabeth Olympic Park. Participants are required to sort their waste and to place it in the appropriate containers and bins. Teams are reminded to adopt a green approach at this event, to recycle and reuse items, and avoid wastage.

All unused and waste liquid chemicals/lubricants, as well as batteries must be handed to the Technical Team for proper disposal. It must *not* be disposed of by pouring down the sink or drain.

ARTICLE 220: PADDOCK ACCESS

Access to the Paddock area is permitted from 09:00 to 20:00 on Monday, May 22 and from 06:00 to 22:30 on May 23–28, 2017 for Participants with the appropriate wristbands.

The Paddock will be closed between 22:30 and 06:00. This means that the Paddock area remains closed overnight, and nobody is allowed indoors during this time.

UrbanConcept Teams not qualified for the Drivers' World Championship may check-out on Saturday, May 27 from 19:00. Other Teams are forbidden from loading their vehicles before the end of the Event on Sunday, May 28 at 19:00. The Paddock will not be accessible for trucks, forklifts or other similar equipment.

ARTICLE 221: PROTECTIVE EQUIPMENT AND MATERIALS

Teams share responsibility for safety matters and are required to provide adequate safety gear ('Personal Protection Equipment') including but not limited to the following for use at the Event:

- Gloves for general work: leather or canvas;

- Gloves for handling fuel or motor oil: chemical resistant material (nitrile gloves are recommended);
- Safety glasses for all Participants (disposable types are permitted) or impact-resistant glasses or goggles when necessary;
- Hearing protection for all Participants (approved ear plugs or muffs);
- Duct tape to secure any cords or cables lying on the pit floor;
- Lift stands or appropriate raised platforms for vehicle tuning and repairs;
- Fire blankets or battery bags should be used when charging batteries (please refer to [Article 24i](#) in the Chapter I rules);
- Dust masks when required for work generating airborne particles;
- Closed shoes must be worn at all time in the Paddock and Track area (sandals and flip-flops will not be permitted); and
- Operational at least 2 kg dry-chemical (powder) extinguisher suitable for 'ABC' class fires (European norm DIN EN-3), of which the maintenance date is later than 31/06/2017 (to be placed in the garage).

ARTICLE 222: MATERIAL SAFETY DATA SHEETS (SDS)

Except for approved race fuels or energy sources, upon request by the Organisers, all Teams should be able to provide the SDS of any products they use in their garages, e.g. solvents, cleaning agents, chemicals, etc.

ARTICLE 223: SAFETY WALKS

Structured safety walks will be run during the whole event, day and night by the Shell Eco-marathon Safety Team, to ensure that safety rules are complied with.

ARTICLE 224: EMERGENCY EXITS

Fire and emergency exits must be kept clear at any time from any obstructing equipment or vehicles.

4. SECURITY

As Participants of Shell Eco-marathon Europe 2017, Shell wants to make sure you are all aware of your own personal security during the entire duration of your stay in London. Please note there will be Security Officers present 24 hours a day, every day, at both Queen Elizabeth Olympic Park and the Campsite. The following guidelines will help you understand how to stay safe and secure.

Effective personal security is enhanced by following the 3As principle:

- Awareness: Knowledge and understanding of the security threats and what can be done to reduce risks.
- Alertness: Being alert to what is happening around you.
- Attitude: Including security as part of your daily routine.

IMPORTANT TELEPHONE NUMBERS

In case of emergency, call: **999** or **112** from a non-UK number.

For non-emergency situations, call: **+44 20 7230 1212** or **101**.

USE OF PUBLIC TRANSPORT

Always let someone know where you are going. Be particularly aware at taxi stands, bus terminals and railway stations. Do not share a taxi with an unknown person.

If travelling in crowded public transport keep personal belongings close to your person and in front of you.

Avoid the use of public transport between 20.00 hours and 06.00 if possible.

ELECTRONIC EQUIPMENT

Laptops and mobile telephones are very attractive items for criminals. Safeguard them at all times.

DO NOT leave your laptop unsecured or unattended, especially in public areas like the Campsite or the Paddock and never turn your back on your laptop. It takes only a few seconds for someone in a crowd to pass by and pick the bag up.

COMMUNICATIONS

99% of travel passes without incident. To cover the other 1%, make sure that you can contact somebody for help.

Carry the following things with you at all times:

- ID card or passport;
- List of useful contact numbers;
- Contact card in English; and
- Local map.

Maintaining good communications is a good practice when travelling. A quick call informing someone of a change in plan will ensure peace of mind.

Ensure you carry your cellular phone safely and securely and you have a spare charged battery as a back-up.

Make sure your mobile phone works in the country you have travelled to and you know how to place/receive calls while traveling abroad. To call a UK number, dial +44 or 0044 and remove the first 0 of the telephone number.

WHAT SHOULD I DO TO AVOID BECOMING A VICTIM?

Knowing how and where criminals who commit these crimes operate and by being aware of your surroundings will help you avoid becoming a victim.

- To get to and from the Campsite, use our free shuttle buses.
- Prepare and consider your travel arrangements carefully and ensure someone knows where you are going, who you are with and when you might be home.
- Avoid short cuts and dark isolated areas, vary your routine and be discreet handling cash, phones and wearing jewellery in a public place.
- Never take your safety for granted and look after your friends so that they don't become vulnerable. Remember your personal safety is more important than your phone or other valuables.
- Keep your bags close to you and secured with zips closed. Check your belongings and your pockets regularly.
- Wearing headphones and talking on the phone can make you unaware of your immediate surroundings this makes you appear vulnerable and gives an advantage to a criminal.
- If you use a cash point or ATM be suspicious if you see someone hanging around, if in doubt use another cash machine and have a friend watch your back.
- If you feel uneasy about an individual or situation, trust your instincts and leave the area and head towards a public place such as a shop.
- Pre-book a licensed cab to pick you up or use a mini cab office. Never get into a mini cab off the street they are illegal and often uninsured and dangerous.

Create a list of important contact numbers (such as banking details, card numbers, passport number etc.) you may need in the case of emergency and keep this list secure and separate from your possessions.

5. COMPETITION/PRACTICE

ARTICLE 225: DEFINITION OF COMPETITION

Prototype and UrbanConcept Teams will use the same track (but not at the same time) during practice and competition.

Definition: For their attempt to be validated, Teams must complete 10 laps in a maximum time of 39 minutes with an average speed of approximately 25 km/h. The total distance to cover is 16.590 km (10 laps of 1659 m).

Attempt: Each Team will be limited to four official attempts. The best result will be retained for the final classification.

When the vehicle crosses the start line, an attempt is counted. Even if the vehicle stops near the start line, a new start will strictly not be granted for the attempt in question.

UrbanConcept: The Driver must make one stop each lap. The point where to stop will be specified by a panel or a specific road-marking under the control of a Track Marshal. The stop must be a full stop of the wheels. It must take place at this specified point and not ahead unless other vehicles are already stopped and no space is available on the track to do so. In case of non-adherence to the designated stopping area the attempt will be invalidated.

Results: All results are considered temporary until the official results are published on the Shell Eco-marathon website on May 31.

In the event of any disputes, all decisions made by the Race Director are binding and final.

ARTICLE 226: START AND FINISH OF COMPETITION

Only vehicles which have passed technical and safety inspection will be allowed in the queue to access the filling point and starting line.

The vehicle may be accompanied by a maximum of three Participants, including the Driver, who have the appropriate ID badges, wristbands and armbands. Once the vehicle has left the starting line, all non-driving Participants must leave the starting area.

The starting area is dedicated for the Driver to take his/her place in the vehicle in safe conditions, and to close the vehicle body. It is forbidden to work on the vehicle in this area. In case of difficulties in starting the vehicle, a maximum of two minutes will be granted to try again, after which time the Team must return the vehicle to the Paddock for repairs. Teams must re-join at the end of the queue when they would like to attempt again. No equipment will be tolerated in the starting area, e.g. heater system, trolley, toolbox, etc.

Drivers must wait for a signal from the flag bearer (green flag) before starting and must carefully enter the track at the merging point on the track/pit lane. It is forbidden to cross the solid demarcation line separating the track and the starting lane.

At the start line: Vehicles will start one by one. Vehicles must be at a full stop and are not allowed any outside assistance during starting. Any pushing of the vehicle is prohibited.

At the finish line: Competitors must refrain from any work on their vehicles prior to inspection of the vehicle by the Inspectors. Inspectors/Marshals are the only people authorised to fill or top up the tank.

ARTICLE 227: RFID TAG ATTRIBUTION

Four RFID tags will be attributed to each Team at Technical Inspection registration: one for the vehicle, one for the Team Manager, and one for each Driver.

This tag is your reference for:

- Briefing presence control;
- Technical inspection access, process and final status; and
- Competition access, race queue entrance, and start and finish measurement.

ARTICLE 228: MANDATORY BRIEFING

The morning briefing is mandatory for the Team Manager and the Drivers (Main Driver and Reserve Driver). You must scan your RFID tag for presence control. If the Team Manager is not present at this briefing the vehicle will not be authorised on track for the whole day. Only the Drivers attending the briefing will be authorised on track for the whole day.

ARTICLE 229: FUEL CONSUMPTION CHECKS

A maximum of three Team Members per Team including the Driver may be present at the start and finish lines with their vehicle. They must have the requisite wristbands and ID badges identifying them as legitimate Participants.

ARTICLE 230: BREAKDOWNS AND OTHER INCIDENTS

If due to an incident, the race is stopped and the red flag used, all vehicles on the Track at this time will receive one additional attempt.

For other details, please refer to [Article 18](#) in the Shell Eco-marathon Global 2017 Rules, Chapter I.

ARTICLE 231: PANEL INFORMATION

The Organisers recognise the need for Teams to communicate with Drivers by the use of panel boards along the track. A dedicated Panelling area is designated for this. Only two Participants wearing a dedicated safety vest or armband supplied by the Organisers shall be allowed in said Panelling area at any time. Panelling outside this area is strictly forbidden.

ARTICLE 232: TIMEKEEPING

All vehicles will be equipped with an extra-flat electromagnetic transponder that will be fitted after Technical Inspection using adhesive tape or nuts, inside or outside the vehicle according to the vehicle's characteristics.

Should there be any malfunction of the transponder midway through an attempt, the attempt will be voided and a new attempt will be awarded, given that this is duly verified by the Organisers as per [Article 6](#) and [Article 7](#) of the Shell Eco-marathon Global 2017 Rules, Chapter I.

The transponder must be returned to the Participant Information Desk at the end of the Event.

ARTICLE 233: RACE DIRECTOR AND MARSHALS

The Race Director will be assisted by his team of Track Marshals, who will ensure that all Shell Eco-marathon Rules are complied with on the track. The decision of the Race Director to disqualify or dismiss a Team from the competition for non-compliance to competition rules shall be final and binding.

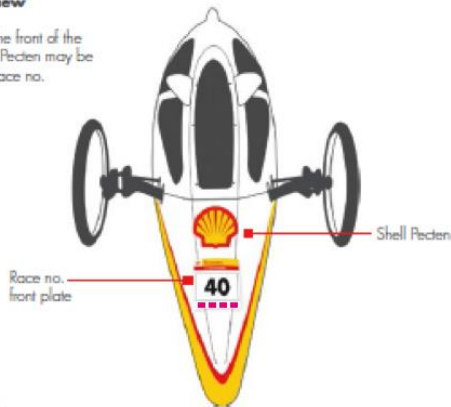
ARTICLE 234: TRACK ACCESS CONDITIONS

Track access is authorised for qualified Prototype and UrbanConcept vehicles, only during official opening hours according to the Competition Schedule. For other conditions, please refer to [Article 13](#) in the Shell Eco-marathon Global 2017 Rules, Chapter I.

ARTICLE 235: IDENTIFICATION OF VEHICLES (PROTOTYPE AND URBANCONCEPT)

FRONT View

Note: On the front of the vehicle, the Pecten may be above the race no.



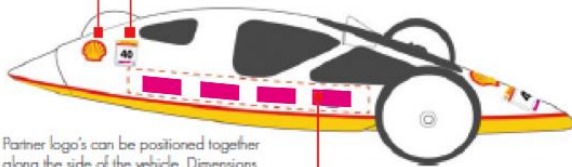
FRONT View

Note: On the front of the vehicle, the Pecten may be above the race no.



SIDE View

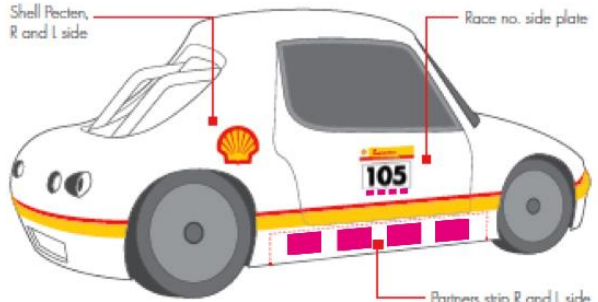
Shell Pecten, R and L sides
Race no. side plate








Partner logo's can be positioned together along the side of the vehicle. Dimensions will vary depending on shape and design of vehicle.

SIDE View

Shell Pecten, R and L side
Race no. side plate



IDENTIFICATION	POSITION	FORMAT	NUMBER	NOTES
Shell Pecten 	<ul style="list-style-type: none"> ■ Right side ■ Left side ■ Front of vehicle 	215mm x 200mm	3	Mandatory
Race number plate 	<ul style="list-style-type: none"> ■ Right side ■ Left side ■ Front of vehicle 	200mm x 260mm	3	Mandatory
Partner strip 	<ul style="list-style-type: none"> ■ Right side ■ Left side 	770mm x 80mm	2	Mandatory
Helmet stickers 	<ul style="list-style-type: none"> ■ Right side ■ Left side 	130mm x 20mm	2	Optional
Emergency sticker 	On exterior position of the shutdown actuator	120mm x 105mm	2	Mandatory: provided by the Organisers

6. COMPETITION SCHEDULE

The final schedule for the day will be confirmed every morning during the mandatory Team briefing. The Organisers reserve the right to change this schedule depending on current circumstances, e.g. poor weather.

MONDAY MAY 22

24 Hours		Campsite reception open
09:00	18:00	Participant check-in open – Stratford Waterfront
09:00	20:00	Access to Paddock area for checked-in Teams only
09:00	18:00	Participant information desk open – Paddock area
10:00	20:30	Coach transfers Campsite ↔ Stratford Waterfront – schedule TBC
20:00		Paddock area closes (Participants can NOT stay inside)

TUESDAY MAY 23

24 Hours		Campsite reception open
05:30	23:00	Coach transfers Campsite ↔ Stratford Waterfront – schedule TBC
06:00	22:30	Access to Paddock area for checked-in Teams only
09:00	18:00	Participant check-in open – Stratford Waterfront
09:00	18:00	Participant information desk open – Paddock area
13:30	18:00	Technical Inspection open
22:30		Paddock area closes (Participants can NOT stay inside)

WEDNESDAY MAY 24

24 Hours		Campsite reception open
05:30	23:00	Coach transfers Campsite ↔ Stratford Waterfront – schedule TBC
06:00	22:30	Access to Paddock area for checked-in Teams only
08:00	09:00	Mandatory technical briefing (Team Manager and Drivers only)
08:00	18:00	Technical Inspection open
09:00	18:00	Participant information desk open – Paddock area
13:00	18:00	Main Track open – Practice by category
18:30	19:30	Group Photo (Mandatory for all Participants – on the Track)
22:30		Paddock area closes (Participants can NOT stay inside)

THURSDAY MAY 25

24 Hours		Campsite reception open
05:30	23:00	Coach transfers Campsite ↔ Stratford Waterfront – schedule TBC
06:00	22:30	Access to Paddock area
08:00	08:30	Mandatory technical briefing (only for Team Manager and Drivers)
08:00	18:00	Technical Inspection open
09:00	18:00	Participant information desk open – Paddock area
09:00	11:30	Main Track open – Practice by category
12:30	15:30	
16:00	18:00	
22:30		Paddock area closes (Participants can NOT stay inside)

FRIDAY MAY 26

24 Hours		Campsite reception open
05:30	23:00	Coach transfers Campsite ↔ Stratford Waterfront – schedule TBC
06:00	22:30	Access to Paddock area
08:00	08:30	Mandatory technical briefing (only for Team Manager and Drivers)
09:00	18:00	Participant information desk open – Paddock area
09:00	11:00	Main Track open – Practice by category
11:30	12:00	Opening ceremony
13:30	17:00	Main Track open – Competition by category
17:30	20:00	
22:30		Paddock area closes (Participants can NOT stay inside)

SATURDAY MAY 27

24 Hours		Campsite reception open
05:30	23:00	Coach transfers Campsite ↔ Stratford Waterfront – schedule TBC
06:00	22:30	Access to Paddock area
08:00	08:30	Mandatory technical briefing (only for Team Manager and Drivers)
09:00	22:30	Participant information desk open – Paddock area
09:00	11:00	Main Track open – Competition by category
11:30	16:00	
16:30	18:30	
17:30	18:00	Award Ceremony for UrbanConcept category and announcement of qualified Teams for Drivers' World Championship Europe
19:00	22:30	UrbanConcept category check-out open (Teams that have not qualified for DWC only)
22:30		Paddock area closes (Participants can NOT stay inside)

SUNDAY MAY 28

24 Hours		Campsite reception open
05:30	23:00	Coach transfers Campsite ↔ Stratford Waterfront – schedule TBC
06:00	22:30	Access to Paddock area
08:00	08:30	Mandatory technical briefing (only for Team Manager and Drivers)
09:00	22:30	Participant information desk open – Paddock area
09:00	10:30	Drivers' World Championship Regional Europe
11:00	14:00	Main Track open – Prototype competition
15:00	16:30	Drivers' World Championship Grand Final
17:00	17:30	Award ceremony – DWC, Prototype category and Off-track Awards
16:00	23:00	Team check-out open – Return Joulemeter, Transponder and armbands to Participant Information desk FIRST

MONDAY MAY 29

08:00	10:00	Campsite reception open
08:00	10:00	Team must leave Campsite
07:00	10:00	Coach transfers Campsite ↔ Stratford Waterfront – schedule TBC

7. TROPHIES, PRIZES AND AWARDS

ARTICLE 236: AWARDS PRESENTATION

The trophies shall be presented to the Shell Eco-marathon Europe 2017 winning Teams during the Awards Ceremonies on Saturday, May 27 and Sunday, May 28, 2017.

Notes about the prizes and monetary compensation:

- Prize money and Travel Allowance will be paid via bank transfer to the bank account holder's account as provided by the Team in the invoice;
- Teams will be required to provide the relevant banking details accurately;
- If Teams damage any of the items mentioned in the Deposit Guarantee Letter, the corresponding amount of damage in EUR will be directly deducted from their prize money; and
- Once the Organisers have made all such transfers successfully, the Organisers shall not be liable for any disputes between Participants thereafter and no correspondence shall be entertained.

ARTICLE 237: TRANSFER OF PRIZES

No substitution or transfer of prizes is allowed. The Organisers reserve the right to award alternate prizes in the event a prize is unavailable. The Organisers also reserve the right to not award any prize.

8. MISCELLANEOUS TERMS AND CONDITIONS

ARTICLE 238: TRAVEL ALLOWANCE

Each Team shall be granted an allowance/stipend to assist with travel costs to and from the Site. The amount of this stipend is determined by the Organisers depending on the distance travelled from the school/university to Singapore. Teams are responsible for all other costs and expenses associated with participating in the Event i.e. travel from home country to London and back, building and freighting cost for vehicle, hotel/accommodation, etc.

ARTICLE 239: THIRD PARTY RIGHTS

By entering, each Team warrants and represents that its vehicle is original and does not infringe, defame or otherwise violate the rights and/or property of any third party; does not violate any laws or ordinances; and does not utilise, use or infringe the property of any third party including the property and rights of another Team without express permission to do so.

Each Team further warrants that the possession, exploitation, use or distribution by that Team of any intellectual property including without limitation patents, copyrights, designs, trade or service marks, whether or not registered, shall not infringe or misappropriate the intellectual property right of any third party.

Each Team shall indemnify Shell against any loss or damage suffered or incurred by Shell as a result of any claim that the use by a Team thereof infringes the intellectual property right of any third party.

ARTICLE 240: PHOTOGRAPHY AND VIDEOGRAPHY RIGHTS

By participating in Shell Eco-marathon Europe 2017, Teams recognise and consent that Shell International Limited and more generally any affiliate of Royal Dutch Shell plc shall have the right to use your image whether captured in audio, visual or other forms, and/or any personal data collected in relation to the Event for advertising, marketing or promotional purposes without compensation.

ARTICLE 241: RELEASE FROM LIABILITY

The Organiser, its parent Royal Dutch Shell plc and all of its and their respective officers, directors, employees, shareholders, representatives and agents shall have no liability and will be held harmless by Participants and Institutions for any claim, action, liability, loss, injury or damage to any Participant, Institutions and/or any other person or entity, including personal injury or death to any person or damage to personal or real property, due in whole or in part, directly or indirectly by reason of participation in this contest, or the acceptance, possession, use or misuse of a stipend and/or a prize (including any travel or related activity).

Without prejudice to the aforesaid, Participants and Institutions acknowledge that they will read, understand, accept and execute the Terms and Conditions of Participation document provided by Shell in order to participate in the event.