



ANNEXURE A

ARC RALLY SPRINT

COVID-19 SAFETY PLAN

EVENT DATE: 10th October 2020
EVENT VENUE: Jachtlakte, EC area
EVENT TIMES: 08:30 – 17:00

COVID COMPLIANCE OFFICER:
NAME: JP Smit
EMAIL: madsmiadventures@gmail.com
CONTACT NO: 07 44 88 02 40

CORONAVIRUS
#COVID-19
Hotline: 0800 029 999

Precautions:

- 1 Wash your hands with soap for 20 seconds
- 2 Cough or sneeze into a tissue or your elbow
- 3 Avoid close contact with people who are sick

<https://sacoronavirus.co.za>

Algoa Rally Club (ARC) has received permission from MSA and the Department of Sport, Arts and Culture to resume MSA-sanctioned motorsport events, based on an approved Safety Plan by ARC the event organiser to ensure events are run in a safe and responsible manner in the Covid-19 environment. **See MSA General Circular 5 of 2020** at the end of this document.

The purpose of the COVID-19 Safety Plan is to help ensure that we actively mitigate the risk of COVID-19 in line with the best available health advice.

- NO MASK – NO ENTRY! Masks are to be worn at all times by all event attendees.
- All persons present at motorsport events shall ensure that they have access to alcohol-based hand sanitizers to promote hand cleanliness in the absence of soap and water.
- Social distancing requirements to be adhered to by all event attendees
- 1.5m minimum distance to be maintained between people
- NO ALCOHOL!!
- NO SPECTATORS ALLOWED!!

ABOUT COVID-19

COVID-19 is spread from person to person through close contact and droplets including:

- Direct contact with an infected person
- Contact with droplets from an infected person's cough or sneeze
- Touching contaminated objects or surfaces (like doorknobs, tables, equipment etc.) and then touching your mouth or face.

As COVID-19 is spread person-to-person through coughing, sneezing, touching contaminated surfaces, and close contact with infected individuals, there is a need to remain vigilant with cleaning and sanitising regimes at all times, and to take extra care with maintaining and promoting safe hygiene practices.

The most effective measures are good hygiene practices, additional sanitisation regimes, social distancing and keeping away from others if unwell.

WASHING HANDS AND SANITISING

- Regular hand washing is a great way to prevent the spread of germs and the virus.
- Wash hands with soap and water or an alcohol-based hand sanitiser. Increased cleaning and sanitation regime
- It is important to ensure regular cleaning of common contact surfaces, 'high touch' items and shared amenities, such as handles, work surfaces and equipment.
- NB: 70% alcohol-based sanitisers are highly flammable. Caution must be taken at all times.

FACE MASKS

- It is mandatory to wear face masks in public.
- Face-masks need to be worn and cleaned properly.
- The face-mask must cover the nose and mouth completely. Face-masks should not be lowered when speaking, coughing or sneezing.

PHYSICAL DISTANCING

- Physical distancing (also known as social distancing) is one of the most effective methods of reducing the spread of viruses.
- The more space between you and others the harder it is for the virus to spread.
- Handshakes, hugs and other forms of close contact are prohibited. Always maintain a distance of at least two metres from others.
- A minimum distance is deemed to be between 1.5 at all times

INTEGRITY

Having been granted the opportunity to resume our sport it is important that we all respect the guidelines and procedures put in place to minimise risk.

PROTOCOLS AND REGULATIONS AS PER MSA GENERAL CIRCULAR 4 OF 2020

- The 2020 Algoa Rally Sprint Round 2 is a closed event.
- NO SPECTATORS WILL BE ALLOWED
- NO PERSONS UNDER THE AGE OF 18 UNLESS A COMPETITOR

NUMBER OF CREW PER VEHICLE

- An absolute minimum of team personnel is to attend per competition vehicle:
- A maximum of seven (7) pre-approved persons which include the driver, navigator and crew per entry will be allowed onto the event premises after successful completion of the daily temperature screening process of all personnel.
- Names, surname, ID number and contact details of each individual person must be submitted by no later than Monday, 5 October 2020 on the relevant MSA Attendance Questionnaire.

PRE-EVENT REQUIREMENTS

- All pre-event documentation is to be done electronically to prevent in-person contact as far as possible.
- Online entries must be submitted by no later than Friday, 2 October 2020.
- **NO ENTRY WILL BE ACCEPTED WITHOUT THE SPECIFIED DOCUMENTATION BEING COMPLETED IN ADVANCE OF THE EVENT AND BY NO LATER THAN MONDAY, 5 OCTOBER 2020.**
- All persons permitted to be present at an event shall be required to complete the following designated COVID-19 related forms:
 - i. Attendance Register Questionnaire – must be completed and electronically submitted to the event organiser prior to the event.
 - ii. Daily Screening Questionnaire - must be completed, printed and handed to the screening personnel at the entrance to the venue on each day of the event.

TEMPERATURE SCREENING

- Temperature-screening is compulsory on Saturday and will be conducted by the Covid Screening Officer on all persons prior to being allowed entry to the venue.
- Under no circumstances shall anyone with symptoms consistent with COVID-19 (such as fever, respiratory symptoms, shortness of breath, sore throat, cough, fatigue or lack of sense of smell) or who has tested positive for COVID-19, be admitted to a motorsport event.
- Should any person/s record a temperature indicative of potential COVID-19 signs they will be referred to the isolation area. All other occupants travelling in the same vehicle will be required to remain in their crew vehicle at the main entrance until such time as the potential risk patron has been retested.
- Re-screening will be conducted after 15 minutes. Should the re-screening deliver a negative result, this person and all other members in the crew vehicle will be granted permission to enter the venue. Should the person after re-screening still deliver a positive result the person must be referred to the coronavirus hotline – 0800 029 999 - for further instructions, which may include being referred for COVID-19 testing. The entire crew vehicle will be asked to return home and self-isolate.

Under no circumstances shall anyone attend a motorsport event if they have been

- Diagnosed with COVID-19 in the previous 14 days; or
- Been in contact with a known COVID-19 positive case in the previous 14 days.
- A complete register of event attendees and their contact details will be compiled for contact tracing purposes should this prove necessary.
- Any person with a recorded temperature of 37.5 degrees or higher will be denied access to the event and will be advised to return home, self-isolate and contact the government's coronavirus hotline – 0800 029 999 - for further instructions, which may include being referred for COVID-19 testing.
- If one (1) person in a crew vehicle fail the screening process then all personnel in the crew vehicle will not be allowed entry to the premises.
- The temperature screening will be located at the main entrance to Jachtvlakte. **Pre-race screening** will be operational as follows:
Saturday, 10 October 2020 08h00 - 10h00

Please note temperature screening is mandatory and will be conducted by the Covid Screening Officer every time you enter the premises. If you leave the premises to go to the shops etc. you will be screened again when returning to the venue.

ACCESS PASSES

Access passes will be issued to individuals as per list submitted. Any person not on the list will be denied access.

- This list must include details of vehicle transporter driver.
- Each team will be allocated three vehicle access passes, this includes vehicle access pass for race vehicle transporter.
- Names of all vehicle drivers and occupants entering the premises to be indicated on the pre-submitted list.
- All access passes will be pre-packed per individual and only handed to the respective person on completion of the temperature screening process on the day.
- No additional passes will be available.

ON EVENT PROTOCOLS

SERVICE AREA

- The service area allocation will take social distancing into account.
- No VIP entertaining allowed.
- Team personnel shall confine themselves to their own pit areas, maintaining social distancing regulations. No socialising may take place during or after event.
- Masks must be worn at all times by all event attendees (except competitors when wearing full face crash helmets or a properly fitted fire-resistant balaclava, which must cover the mouth and nose at all times, with an open face helmet where these are permitted).
- All persons present at motorsport events shall ensure that they have access to alcohol-based hand sanitisers in order to promote hand cleanliness in the absence of soap and water.
- COVID-19 hygiene protocols must be adopted for equipment deployment and usage amongst race teams.
- Equipment including race vehicles must be thoroughly cleaned with disinfectant prior to deployment.
- Equipment must be deployed and operated by one (1) person wherever possible.
- Equipment must not be shared unless, absolutely necessary, in which case appropriate hygiene measures must be implemented.
- No passengers (this does not apply to legitimate navigators) are allowed in competition vehicles at any time. When there are two people present in a vehicle (driver and navigator) they must ensure that there is suitable airflow through the vehicle to protect themselves from possible infection.

ABLUTIONS

- Toilet Hire EC to provide ablutions according to stipulated regulations.
- Toilet Hire EC to provide mobile handwash basins in ablution area.
- All equipment will be sanitised after every occupancy

RACE HQ

Race HQ is a restricted area with access control limited to four (4) persons at any given time

FOOD & BEVERAGE FACILITIES

- There will be approved food and beverage vendors for the duration of the event.
- Food and beverages may be ordered and collected from the approved vendors while maintaining social distancing measures and wearing of masks at all times.
- No alcohol is permitted.
- Consumption of all food and beverages to take place in allocated pits only. No sharing of food or beverages is allowed.

MSA GENERAL CIRCULAR 5 OF 2020

In terms of government's published Level 2 Lockdown Regulations, MSA-sanctioned motorsport is permitted to resume operating. MSA is committed to ensuring that this is done in a responsible manner to ensure the safety of all concerned and is confident that the local motorsport community shares this commitment. As such, the following shall apply to all motorsport events run under the auspices of MSA under Level 2 Lockdown:

1. Event organisers must:
 - a. Adhere at all times to all applicable National, Regional & Local Government regulations regarding the coronavirus pandemic, as well as this circular.
 - b. Provide operational plans to MSA no later than 24 hours after event approval is received from MSA.
 - c. Appoint a COVID-19 Compliance Officer (who may NOT carry out any other duties or hold any other position at the event except with the express prior approval of MSA) shall complete the specified MSA COVID-19 checklist document and submit same to MSA by the Tuesday following the event.
 - i. It is the responsibility of the COVID-19 Compliance Officer to ensure ongoing compliance with these protocols throughout the event. If, at any stage during the event, these protocols are not adhered to, the COVID-19 Compliance Officer must advise the appointed Stewards, who will promptly instruct the Clerk of the Course to cease competition until such time as the breach has been rectified.
 - d. Ensure that temperature-screening is conducted on all persons entering the venue and maintain a complete register of event attendees and their contact details for contact tracing purposes should this prove necessary. This register, preferably in electronic format, must be submitted to MSA.
 - i. Any person with a recorded temperature of 37.5 degrees or higher will be denied access to the event and will be advised to return home, self-isolate and contact the government's coronavirus hotline – 0800 029 999 - for further instructions, which may include being referred for COVID-19 testing. Refer to point 19.a. below.
 - e. Ensure daily appropriate sanitisation of the venues they make use of for their events, before, during and after the event.
 - i. Suitable confirmation in this regard shall be required by MSA prior to an event permit being issued.
 - f. Put in place practical measures to enforce social distancing requirements, including the provision of signage and the creation of barriers and/or markings that restrict the number of people in any given area.
 - g. Publish a timetable, which will include details of official practice sessions prior to the event, which must be approved by Motorsport South Africa. Venue owners are reminded that all responsible COVID-19 protocols (hand sanitisation, social distancing and the wearing of masks) need to be enforced even in the case of unofficial practice sessions.
 - h. Ensure that masks are worn by rescue, recovery and medical personnel at the event at all times.
 - i. Ensure that there is a supply of masks available for purchase at all times for the duration of the event.
 - j. Collate and retain all post-event documentation, including the register of all attendees, which must be submitted to MSA electronically with all other event documentation by no later than 12h00 on the Tuesday following the event.
 - k. Ensure as far as possible that there are at least two (2) hospitals placed on standby to accept patients who may be injured during an event.

2. The Stewards at each event are not authorised to approve the start of the competition until they have received the signed and satisfactorily completed checklist from the COVID-19 Compliance Officer.
3. Under no circumstances shall anyone with symptoms consistent with COVID-19 (such as fever, respiratory symptoms, shortness of breath, sore throat, cough, fatigue, loss of taste or lack of sense of smell) or who has tested positive for COVID-19, be admitted to a motorsport event.
4. Under no circumstances shall anyone attend a motorsport event if they have been:
 - a. diagnosed with COVID-19 in the previous 14 days; or
 - b. been in contact with a known COVID-19 positive case in the previous 14 days.
5. No spectators may be granted access to events.
6. Avoid gatherings of more than 10 people in all places at an event:
 - a. Social distancing requirements to be adhered to by all event attendees.
 - b. 1.5m minimum distance to be maintained between people.
7. Masks are to be worn at all times by all event attendees (except competitors when wearing full face crash helmets or a properly fitted fire-resistant balaclava (which must cover the mouth and nose at all times) with an open face helmet where these are permitted).
8. All persons present at motorsport events shall ensure that they have access to alcohol-based hand sanitizers in order to promote hand cleanliness in the absence of soap and water. Event organisers are also required to make a supply of hand sanitizers available for general use in suitable locations. All hand sanitizers must contain a minimum of 70% alcohol.
9. No alcohol may be distributed or consumed at motorsport events.
10. COVID-19 specific signage must be clearly displayed as and where appropriate to remind the people present to wear masks, clean their hands and practice social distancing.
11. Documentation requirements:
 - a. No in-person checking of competition licences will be permitted. Competitors are to electronically forward a copy of their competition licence (scanned copy or photograph) to the event organisers together with their entry form. Competitors can download copies of their competition licences from the msaonline.co.za platform.
 - b. Submission of a completed COVID-19 Attendance Register Questionnaire will be deemed to replace the normal sign-on procedure for competitors and race officials.
 - c. All pre-event documentation is to be done electronically to prevent in-person contact as far as possible.
 - d. No entry will be granted to the event premises without the suitable documentation being completed, and in order, in advance of the event.
 - e. **All event attendees** permitted to be present at an event shall be required to complete the following designated COVID-19 related forms:
 - i. Attendance Register Questionnaire – must be completed and electronically submitted to the event organiser prior to the event.

- ii. **Daily** Screening Questionnaire - must be completed, printed and handed to the screening personnel at the gate on each day of the event, or be submitted electronically if the event organiser has made MSA-approved prior arrangements in this regard.
 - f. Timing transponders (where applicable) will be collected by a nominated category representative at a time and venue pre-determined by the event organisers whilst complying with all COVID-19 protocols.
12. Scrutineering, Eligibility and Compliance Checks:
- a. No in-person scrutineering will be allowed.
 - b. Self-declaration of vehicle safety and eligibility shall apply.
 - c. Self-scrutineering declaration form to be sent out with event supplementary regulations and entry form – This must be completed and emailed to the organiser prior to the event.
 - d. Pre-Event and Post-Event Scrutineering checks may be carried out, if the Clerk of the Course or Stewards deem same to be necessary, subject to social distancing, mask wearing and sanitisation protocols being adhered to.
 - e. Any technical inspections (whether as a result of a protest or not) must be held at a later date with the part/s in question being properly sealed and stored for safekeeping.
13. COVID-19 hygiene protocols must be adopted for equipment deployment and usage amongst officials and race teams:
- a. COVID-19 information links in supplementary regulations.
 - b. COVID-19 information included in all briefing notes (Drivers, Officials, etc.).
 - c. Equipment must be thoroughly wiped down with disinfectant prior to deployment.
 - d. Equipment must be deployed and operated by 1 person wherever possible.
 - e. Equipment must not be shared unless absolutely necessary, in which case appropriate hygiene measures are to be implemented.
14. Paddock/Pits, marshalling, pre-race, grid and parc ferme areas must avoid any gatherings of personnel:
- a. Social distancing must be adhered to.
 - b. Competitors to remain in/on vehicles as far as possible until assistance is provided.
15. Race Control including race timing, officials and Stewards areas:
- a. Officials to maintain social distancing requirements (min. 1.5m).
 - b. Signage indicating maximum capacity of each room.
 - c. The requirement of 1 person per 4m/sq. must be adhered to.
16. No passengers (this does not apply to legitimate co-drivers or navigators) are allowed in competition vehicles at any time. When there are two people present in a vehicle (driver and navigator/co-driver) they shall ensure that there is suitable airflow through the vehicle to protect themselves from possible infection.
17. No sharing of driver or officials' apparel:
- a. All participants must provide and wear their own event-specific protective apparel
 - b. Where marshal apparel is supplied by a venue this needs to be washed and cleaned before each event.

18. Safety, Course, Fire, Medical and Recovery Team vehicles to contain a maximum of 2 people when in operation and must wear masks at all times:
 - a. When not in operation, personnel to remain outside vehicles and maintain appropriate social distance.
 - b. Additional time to be factored into event schedules to reduce time pressure on incident management teams.

19. Access to the Venue:
 - a. A maximum of four (4) pre-approved personnel per road vehicle accessing the venue will be allowed onto the event premises after successful completion of the daily screening process of all personnel in the said road vehicle. (Refer to Point 1.d. above)
 - i. To clarify, if one (1) person fails the screening process then all personnel in the affected road vehicle will not be allowed entry to the premises.

20. An absolute minimum of team personnel is to attend per competition vehicle:
 - a. Maximum of four (4) persons per race vehicle (including driver/rider), except that for endurance racing the maximum shall be five (5) persons (excluding drivers).
 - b. Number of persons allowed on PIT WALL is restricted to one (1) per vehicle unless approval to the contrary has been granted by MSA following an application from the event or series organiser.
 - c. Team personnel shall confine themselves to their own pit areas, maintaining social distancing measures (no socialising may take place during or after events).
 - d. Once competitors have completed their final race/heat the competitors and team personnel are to pack up their equipment and leave the venue as soon as possible after the completion of any technical formalities and the submission of any protests, if applicable (no post-event socialising may take place).

21. Deploy a minimum number of marshals to each marshalling point:
 - a. Maximum 2 people per flag or marshal post;
 - b. Social distancing to be respected (minimum 1.5m);
 - c. Masks must be worn at all times.

22. Physical notice board must be replaced by an online/electronic system (messaging apps such as WhatsApp or Telegram may be used) to disseminate information to competitors at all times.

23. Race results to be communicated electronically:
 - a. Posted online, emailed or distributed electronically to competitors.

24. No in-person podium / awards ceremonies to be conducted:
 - a. Trophies may be replaced with electronic certificates of achievement.

25. Media Centre and media attendance at an event will be limited to MSA-accredited media only, on application:
 - a. Desks in the Media Centre (where applicable) to be suitably spaced apart to allow for social distancing requirements to be respected at all times;
 - b. Photographers to observe social distancing requirements at photography points;
 - c. No media gatherings for interview purposes are permitted.
 - d. Media-related queries to be directed to Jaco Deysel (jaco@motorsport.co.za)

- e. Media members are expected to ensure that only correct, appropriate and socially responsible content is distributed in connection with events, particularly on social media platforms. Any non-compliance with COVID-19 protocols should be brought to the attention of the relevant race officials for action, and not be effectively condoned by publication after an event.
26. Food and beverages (no alcohol) may be ordered and collected from the onsite restaurant and/or approved vendors (if available) while maintaining all social distancing measures and wearing of masks at all times. If no onsite facility is available, each individual present at the event must supply their own food and beverages (no alcohol). Consumption of all food and beverages to take place in each competitor's allocated pits only. No sharing of food or beverages is allowed.
27. Hearings at events involving race officials and competitors to be held electronically as far as practically possible to minimize in-person contact. In exceptional circumstances, if a hearing has to be held in person the number of people must be limited and all necessary COVID-19 protocols are to be adhered to.
28. Penalties – Refer GCR 177
- a. Competitors are reminded of the provisions of GCR 113 xiv):
“Competitors/Entrants have the prime responsibility for all acts and omissions of all persons connected with his entry (notably his driver(s), mechanic(s), pit personnel, passengers and service crews) and for ensuring that they comply with the rules and regulations, and be responsible for the payment of any fines levied on such persons.”
 - b. The Clerk of the Course/Stewards can impose the following penalties:
 - i. Warning
 - ii. Fine:
 - 1) CoC – up to R20 000
 - 2) Stewards (following a protest) – up to R75 000
 - iii. Time Penalty
 - iv. Exclusion
 - c. One or more of the above penalties may be imposed as a result of a single finding.
29. Facilitate case management of suspected positive cases:
- a. Event attendees who fit the current case definition as supplied and updated by NICD must present to CMC/CMO and will be isolated in a suitably identified quarantine area.
 - b. They will then be referred for COVID-19 testing.
 - c. <https://www.nicd.ac.za/wp-content/uploads/2020/05/COVID-19-Quick-reference-v13-15.05.2020.pdf>
 - d. Visit <https://sacoronavirus.co.za> for further information.