



# WESTERN CAPE OFFROAD CLUB

## OPERATIONAL PLAN

### COVID-19

**EVENT DATE:** 29 & 30 May 2021  
**EVENT VENUE:** Donkerbos, Op Die Berg, Koue Bokkeveld  
**EVENT TIMES:** 05:00 – 17:30

**COVID COMPLIANCE OFFICER:** Marolene Vermeulen  
**CONTACT NUMBER:** 079 210 9371  
**EMAIL:** [gmarolene@gmail.com](mailto:gmarolene@gmail.com)

- NO MASK – NO ENTRY! Masks (covering nose and mouth) are to be worn at all times by all event attendees. No shields will be allowed.
- 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!!

#### **ENTRANCE:**

- Security will control entry, throughout the day. Temperature checks will be conducted, and only documented persons may enter property if all is in order. Once racing is completed, the rider and team must leave the property immediately.
- Masks can also be purchased at the gate from gate attendees if required as NO MASK NO ENTRY rules apply.
- Only booked / arranged entries will be allowed to enter the property. There will be a register of all persons allowed to enter the property at the gate.
- An area situated at the entrance to the event has been allocated as a quarantine area for reassessment before entry is granted if any person shows any possible signs of COVID-19 after 15 minutes.
- Once racing is completed, the rider and team must pack up and leave the property immediately.

#### **SOCIAL DISTANCING:**

<b>MEASURES USED TO MAINTAIN SOCIAL DISTANCING</b>	<b>STEPS TAKEN TO ENSURE MINIMAL INTERACTION OF PEOPLE (1.5M SEPARATION)</b>
<b>BETWEEN RIDERS</b>	A MINIMUM SEPARATION OF 1.5M BETWEEN PERSONS
	ALL RIDERS NOT ALLOWED TO STAND CLOSER THAN 1.5 M
	GENERAL SELF-DISTANCING PRACTICES
	WEARING OF FACE MASKS (COVERING NOSE AND MOUTH) COMPULSORY
	NO SHARING OF APPAREL
<b>BETWEEN MOTORCYCLES</b>	SIGNS OR DEMARCATED AREAS TO SEPARATE MOTORCYCLES
	GENERAL SELF-DISTANCING PRACTICES
<b>CREW</b>	SELF-DISTANCING PRACTICES OF 1.5M
	PROTECTIVE GEAR
	GENERAL SEPARATION OF RIDERS. NO GATHERINGS, NO PRIZE GIVING OR TROPHIES. RESULTS AND TIMES WILL BE ON WHATSAPP GROUP.
	MAXIMUM OF FIVE (5) MEMBERS PER TEAM ALLOWED (EXCLUDING RIDER).

## ISOLATION AREAS

- SITUATED AT THE ENTRANCE OF THE EVENT (will be demarcated off and clearly sign posted away from pits area)

This is used to monitor any suspected person for reassessment off property. If person shows no further signs after reassessment, he/she may enter property. If signs of COVID19 still present, access to property denied.

- Another area, on site, will be identified and allocated as a general quarantine area for any possible persons that may develop any signs and symptoms of COVID-19 for further management and separated from everyone.

## MEDICAL EXCLUSION POLICY – COMPETITORS / TEAMS / OFFICIALS / WESTERN CAPE OFFROAD CLUB (WCOC) ORGANISING COMMITTEE

No person will be allowed to enter the property if any signs or symptoms of COVID19 is present. Temperature checks must be performed before documentation is done and noted on documentation. Any person displaying any symptoms of COVID19 must be isolated immediately, avoid any contact with everyone, documented and sent for testing.

SYMPTOMS OF COVID19 INCLUDE:

- Dry cough (new or exacerbated chronic)
- headache
- fever/chills and temperature above 38 degrees
- sore throat
- marked fatigue
- sneezing
- congestion
- body aches
- runny nose
- general flu like symptoms

## ENHANCED CLEANING AND DISINFECTION OF SHARED AREAS AND SURFACES

Cleaning products will remove visible soil and/or dirt from surfaces. Disinfecting products are used to destroy bacteria and viruses. A certificate of sanitation must be displayed once done.

<b>CLEANING PRODUCT</b>	ETHYL ALCOHOL DENATURED, GLYCERINE, HYDROGEN PEROXIDE
<b>MIXING INSTRUCTIONS</b>	PURE
<b>DISINFECTING PRODUCT</b>	AS ABOVE
<b>MIXING INSTRUCTIONS</b>	PURE. NO ADDED PRODUCTS

CLEANING - LOCATION	FREQUENCY	DISINFECTING - LOCATION	FREQUENCY
FLOORS, BEDS, WALLS, EQUIPMENT	AFTER EACH PATIENT	AMBULANCE	AFTER EACH USE
OFFICES		OFFICES	AS REQUIRED
TOILETS		TOILETS	AS REQUIRED

### HAND WASHING / SANITIZER STATIONS

PLEASE TAKE THE FOLLOWING PRECAUTIONS:

- Wash your hands often for at least 20 seconds
- Cough / sneeze into your elbow or tissue and throw away in a bin
- Avoid touching your eyes, nose and mouth with your hands
- Use alcohol-based hand sanitizer if soap and water are not readily available.

HAND WASHING STATIONS	LOCATION
OFFICIALS	GENERAL BATHROOM / WASHROOMS
COMPETITORS / TEAMS	GENERAL BATHROOMS / WASHROOMS
HAND SANITIZER STATIONS	LOCATION
OFFICIALS	AT ALL ENTRANCES TO VENUE, TOILETS AND GENERAL PUBLIC SPACES
COMPETITORS / TEAMS	AT ALL ENTRANCES TO VENUE, TOILETS AND GENERAL PUBLIC SPACES

### MANAGEMENT COVID19 SAFETY MEASURES

First point of contact with Competitors / Teams / Officials at WCOC Event is at the entrance to the car park leading into the premises/pits. Members posted at the entrance will have no physical contact in the form of handshakes or any other means with any person entering the premises. Members will be friendly and courteous to all entering the premises and make them aware of the “sanitation stations” placed around the venue and make the persons aware that it is to their disposal.

Members will assist in sanitizing all individuals entering the site. The competitor / team member / official must always wear a mask. No cash will be accepted. Payments will be made online before the event. No late entries will be allowed.

### MSA GENERAL CIRCULAR 2 OF 2021

This circular serves to confirm that the contents of MSA General Circular 6 of 2020 – which outlines the regulations applicable to motorsport in a COVID-19 environment – will continue to apply as published until further notice, ignoring the reference to lockdown level contained in the document.

## MSA GENERAL CIRCULAR 6 OF 2020

In terms of government's published Level 1 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 1 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. Will have an operational plan.
  - c. Appoint a COVID-19 Compliance Officer.
    - 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, will be kept on file.
    - 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.
  - 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. 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 relating to COVID-19 protocols, including the register of all attendees.
  - 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. Generally, 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 by any competitor during the event.
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. Due to the event no licence is required, and will not be checked.
  - b. COVID-19 Attendance Register Questionnaire will be deemed to replace the normal sign-on procedure for competitors and race officials.
  - c. All competitors to sign an indemnity
  - 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.
    - iii. **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 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.
17. 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.

18. Access to the Venue:
  - a. The 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.
  
19. An absolute minimum of team personnel is to attend per competition vehicle:
  - a. Maximum of five (5) persons per competitor (excluding drivers/riders), unless approval to the contrary has been granted / amended by the Government.
  - b. Number of persons allowed on PIT WALL is restricted to one (1) per competitor, or at least 1.5m apart from each other.
  - 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).
  
20. Deploy a minimum number of marshals to each marshalling point:
  - a. Maximum 4 people per flag or marshal post;
  - b. Social distancing to be respected (minimum 1.5m);
  - c. Masks must be worn at all times.
  
21. Physical notice board may 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.
  
22. No Race results will be run as it is a Fun Event / practice. Should the officials decide to keep results, it may be communicated electronically:
  - a. Posted online, emailed or distributed electronically to competitors.
  - b. Or posted on the notice board.
  
23. Media Centre and media attendance at an event will be
  - a. Photographers to observe social distancing requirements at photography points;
  - b. No media gatherings for interview purposes are permitted.
  - c. 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.



24. 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.
25. 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.
26. Penalties for contraventions of the contents of this circular.
  - a. Competitors are reminded of: ***“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.
27. 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 the Covid Officer 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.