



Event COVID-19 Safety Plans (Indoor and Outdoor)

Updated February 15, 2022

In addition to appointing a COVID-19 Officer and having a completed RCA Risk Assessment and Mitigation Checklist Tool on record, member organizations are required to create Event COVID-19 Safety Plans prior to hosting events. Recent updates to Event COVID-19 Safety Plan requirements are marked with an asterisk (*).

Event COVID-19 Safety Plans may be stand-alone documents or included in Event Packages. Member organizations must also complete an assessment of the execution and associated outcomes of the Event COVID-19 Safety Plan and include it in the post event report.

Many existing COVID-19 club protocols can be extended to event delivery and be included in the Event COVID-19 Safety Plan. Event specific requirements that must be included in the Event COVID-19 Safety Plans are as follows:

REQUIRED

- **Daily Health Check.** All individuals onsite (event staging area, field of play) during the event, including event organizing personnel, rowers, coaches, umpires, and volunteers, are required to complete a Daily Health Check.

Spectators who enter the event staging area must complete a Daily Health Check prior to or during the time of entry.

Spectators who are in an *isolated, designated* area who will not enter the event staging area at any time must complete a Daily Health Check prior or at the time of entry.

An individual appointed by the event organizers is responsible for ensuring that all individuals required to complete a Daily Health Check has done so.

- **Contact Tracing.** RCA no longer requires contract tracing to be completed*. Event organizers should ensure that all provincial/local requirements related to contract tracing are met.

- **Hygiene, Cleaning and Sanitizing**
 - Event organizers should provide soap and hand sanitizer for common areas and have additional PPE available onsite.
 - Event organizers should provide PPE, soap and hand sanitizer for all volunteers and other event personnel.
 - Handwashing stations must be well-stocked, visible and easily accessible to all participants
 - Event organizers should ensure cleaning and sanitizing supplies are available for equipment used to deliver the event, including Umpire Equipment
- **Provincial/Local Specific Requirements.** Any provincial/local event specific requirements as outlined in provincial/local public health orders/restrictions should be included. Contact your PRA to learn more about provincial specific event restrictions and your local authority to learn more about local event specific restrictions if applicable.

ADDITIONAL CONSIDERATIONS

- Ergometers should be placed with at least 2m of space between each in all directions. The 2m should be measured “elbow to elbow” when side-by-side and from the front of an ergometer to maximal “lay back” of the ergometer immediately in front. [Ergometer placement visual.](#)
- It is *strongly recommended* that individuals in high traffic areas or who are in close proximity to others should wear masks when distancing is not possible. This is for indoor and outdoor activity and does not apply when eating/drinking or training/competing.
- Refund/scratch policies should be clearly communicated and include any COVID-19 specifics if applicable
- COVID-19 Officers should work closely with Chief Umpires and PRAs to ensure Umpire specific needs as outlined by RCA are addressed in the Event COVID-19 Safety Plan.
- Participants may not be familiar with the event venue. Capacity limits in common areas and traffic flow must be clearly marked and any restrictions to certain groups (e.g. spectators) must be clearly communicated before the event.
- All protocols and expectations, in addition to any ramifications for any transgressions, should be well-communicated to all participants.

Event Organizers are required to meet with their PRA and RCA to review the Event COVID-19 Safety Plan prior to being granted event sanction. Event Organizers who have already received approved sanction for previous events are not required to arrange a meeting for future events.*