



## **LET'S STAY RESPONSIBLE**

### **PLAN**

### **Protecting measures against COVID-19**

*for the*

## **ZAGREB OPEN – 47. INA DELTA RALLY MEMORIAL BERISLAV ČEGELJ**

***June 11<sup>th</sup>/13<sup>th</sup> 2021***

This Plan will be updated in accordance with the situation regarding the COVID-19 pandemic in the Republic of Croatia and City of Zagreb from May \_\_\_\_\_<sup>th</sup>, 2021 onwards.

Automobile club INA delta Zagreb as the organizer of the “ZAGREB OPEN - 47<sup>th</sup> INA Delta Rally” is aware of its responsibility towards competitors, officials, spectators and competent institutions.

With regard to the spread of the corona virus - Covid-19, the following recommendations for actions are issued based on the recommendations of the Civil Protection Headquarters of the Republic of Croatia and City of Zagreb.



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## 1. General guidelines

### 1.1. Symptoms

COVID-19 symptoms are manifested by fever, cough, shortness of breath, fatigue, headache, runny nose (rhinitis), sore throat (pharyngitis), loss of taste or smell, rash and / or discoloration of the fingers and toes.

If someone shows these symptoms, they have to stay at home or must contact their doctor who will prescribe further treatment.

People with these symptoms are prohibited from visiting the areas where the rally takes place. These individuals must put themselves in self-isolation, quarantine, or isolation.

### 1.2. Definitions

**Profile 1 Participant:** Participants (any person) who must work in areas with a high density of people at an event location (e.g. Headquarter, Service Park, Rally Control, Results Processing, Stewards, etc.)

**Profile 2 Participant:** Participants who have to work only in low-density work areas at an event location (e.g. marshals and radio stations, time control crews, timekeepers, fire departments, paramedics, doctors, security services, etc.)

Profile 2 participants are not allowed to enter high-density areas (Profile 1). The competition is organized in a such way that contact between profile 1 participants and profile 2 participants is prevented during the event, e.g. marshals, timekeepers, etc. are not allowed to enter the rally headquarters.

**Pre-Event-Test:** The Profile 1 participant must take a test 72 hours prior to arrival at the venue.

**FIT TO ATTEND** means that the profile 1 participant has no COVID-19 risk factors, so that he can take part in the event. More precisely, confirmation from a stakeholder means that a profile 1 participant can participate in the event:

- the Profile 1 participant has passed a test, and the stakeholder has from profile 1 participant a message about the negative test results received;
- the organizer concludes that profile 1 participants do not have any underlying health problems or other relevant risk factors specifically for COVID 19.



### 1.3 Rules of conduct

- Wash your hands more often than usual, for at least 20 seconds, use soap, water and paper towels or use hand sanitizer.
- Do not touch the face with your hands.
- Keep a distance of at least 1.5 meters from others.
- Pay attention to all signs and markings related to COVID-19.
- Try to shorten the time of contact with others as much as possible.
- Avoid crowds.
- Handling, hugging and similar close contact with others encourages the spread of the virus and should be avoided.

The rally organizer requires all participants to use protective facemasks or shields (including scarves or other means of covering their mouth and nose) when people gather in places where people could gather and it is not possible to keep a distance of 1.5 meters.

The organizer recommends that teams and the rally supervisory authorities refrain from personal contacts and instead use a digital form of a meeting instead of personal and move them to a digital environment or, if this is not possible, hold these meetings outside or in a well ventilated and large area enough to keep them a safe distance from one another.

In the case of technical and administrative processes that are of crucial importance for the rally and people can get closer than 1.5 meters, the organizer requests that direct contact is limited to 15 minutes and that a facemask are used.

The body temperature is measured with non-contact thermometers in the rally headquarters, in the service park and when picking up documents.

All participants in the competition are required to wear a bracelet when entering one of the areas of the competition in which the competition takes place, show it to the supervisory staff without request, and adhere to the rules of mutual distance.

Bracelets must be worn in such a way that they are visible (on the wrist) throughout the event.

All persons involved in the event (participants, staff) must inform the person named by the organizer immediately if they have reason to believe that someone is sick, if someone shows symptoms or if someone has a positive result in a COVID-19 test achieved.



If a person involved in the event falls ill with COVID-19 within 14 days of the event, this person must inform the organizer or the person named by the organizer immediately.

## 2. Info for participants

On the official website of the rally [www. http://www.deltarally.eu/](http://www.deltarally.eu/) there is a separate section regarding the situation of COVID-19 as well as on the restrictions and recommendations.

The organizer recommends that the teams create and follow their own internal hygiene protocol and limit the number of team members who come to Competition. (max. driver, co-driver and 3 mechanics).

Any participant who experiences COVID-19 symptoms must report it immediately to the organizer. This must be followed by a doctor's instructions for COVID-19.

When competitors travel to Zagreb, they must be careful along the way, keeping a social distance and respecting all hygiene regulations and recommendations.

Participants are asked not to use local shops or catering facilities unless they have a reason. When visiting local catering establishments, the organizers ask that all groceries be ordered in to-go containers and that food be consumed, for example, in the hotel room and not in the catering establishment.

Participants are required to use facemasks when visiting any public place in Croatia (train, bus, shops, etc.).

The organizer recommends the participants to leave the competition venue soon after the end.

With the respective armbands only the driver, co-driver and the service staff have access to the service park. Access to the rally headquarters is prohibited for all participants. If necessary, please contact the Clerk of the course, CRO, Stewards of the meeting, and Scrutineers by the phone.

## 3. Service park

A maximum of five people (driver, co-driver and three mechanics) per crew have access to the Service Park. They must be permanently marked with appropriate bracelets and accreditations.

The organizer will allocate appropriate space to each crew in the Service Park. Access to the allocated space is only possible through the entrance to the Service Park.



The service area is completely fenced and has two gates that are closed or guarded by security personnel.

Anyone who enters the service area with a valid access authorization must have his or her temperature measured. If the temperature is above 37.2 ° C, the person must step aside min. 3 meters and measure the temperature again after approx. 10 minutes. If the repeated measurement also shows the high temperature, the person is not allowed to enter the service area and must immediately inform the team leader and go to the COVID-19 tent at the rally headquarters. The medical staff will decide the next steps with this person, depending on their health (condition).

Information on restrictions and the hygiene protocol is available at the entrance to Service Park.

The wearing of the protective mask is mandatory whenever the team members leave their area or it is not possible to maintain a safety distance of 1.5 meters.

The crew staff (driver, co-driver, and mechanics) and the Service Park Staff must have personal protective equipment (protective facemasks, gloves, and hand and surface disinfectants).

Water, soap and paper hand towels, as well as hand sanitizers are available at the Service Park.

The toilets will be cleaned and disinfected regularly.

The distance regulations to the other teams must be observed.

It is recommended that the teams set up the dining areas in their team tents in such a way that social distance is maintained, and it is recommended that you limit the number of people in the area at one time by creating schedules for the dining area with disposable dishes and utensils.

There is no public access, the service area is closed to spectators - access is only permitted to participants, officials and the primarily accredited media.

When leaving the service park, the team member must de-register at the service park point and have a fever measured when re-entering.

The participants are obliged to inform the organizer of a COVID-19 illness up to 15 days after the event.

- a) If no one shows COVID-19 symptoms within 15 days after the event in accordance with the privacy policy, will be deleted all sensitive data after 4 weeks (name, first name, telephone number, address etc.) including the data on the inputs and outputs and from the areas by the organizer.



- b) If one or more team members have symptoms, we ask to contact the organizer and the recorded dates are forwarded to the health department to prevent the spread of the COVID-19 virus. At the same time the other team members will be asked to contact their doctor if symptoms occur. At the end of this process, all the data we own will be deleted.

#### **4. Issuing of the documents for the Reconnaissance**

Before entering the premises, each participant and official has their temperature measured with a contactless thermometer.

Participants and officials may only enter the premises with facemasks and use hand disinfectants.

All participants and officials must keep a distance of 1.5 meters. The number of persons for receiving documents is limited to two (driver and co-driver)

Each crew has a maximum of 3 minutes to receive documents. Each participant has to bring his own pen for his signature.

The whole process of issuing documents will be carried out in a way to avoid another encounter.

Organizers will control the entrance to Headquarters and check the number of people when issuing documents.

The physical distance between the participants is supported by markings on the floor. It is forbidden to have unauthorized persons in the room.

##### **4.1. Equipment for the issue of documents for the reconnaissance**

Entrance staff:	Protective face mask, disposable gloves
Workplace:	1 table, 2 chairs, 1 x particle protection, 1 x partition, Disinfectant with dispenser for work surfaces, Hand sanitizer with dispenser
Staff:	2 people with protective masks and disposable gloves
Driver and co-driver:	Each change of crew is followed by surface disinfection of the tables

#### **5. Reconnaissance**

The recce takes place with the team that is in a vehicle. Only the two-team members of the crew are allowed to be in the vehicle.

During recce, it is recommended that competitors do not use local catering facilities



if they have a large number of visitors.

It is recommended that competitors take their meals with them, or buy them, in disposable tableware, instead of having meals in local catering facilities.

Organiser obliges all competitors, when visiting local stores or catering facilities, to wear a face mask.

## 6. Time controls / Special stages

### 6.1. Procedure in time controls

All Marshalls in time controls must use protective facemasks for all time of work and on TC 0, 3B, 3D, and 6B also protective gloves (for handing out time cards to crews)

- The crew enters TC (TC 0 and TC 3D) at the time provided in the start list for the 1<sup>st</sup> and 2<sup>nd</sup> Road sections. The other TC enter according to the set time for that Road sections.
- He can enter the TC zone 1 minute earlier. He signals his entry time to the Marshalls by showing a Time card on which the time of entering the previous TC or the start time for the Special stage is written in larger letters.
- The TC Marshalls enters that time in their Minutes and write that time in larger letters on a special card, in the TC that precedes the start on the special stage they add the estimated start time (+ 3 min) and show those times to the crew, who will enter them in their Time card.

### 6.2. Procedure at the start and stop control of the Special stage

- The Start Marshall on the special stage enters the start time on a special card and shows it to the crew who enters that time in his Time card. This is followed by the start-up procedure provided for in the Supplementary Regulations.
- Upon arrival at the STOP control, the crew write and shows the Marshalls their start time; the Marshalls enter it in their minutes. After calculating the driving time, they write the daily time of the finish and the result of the Special stage on a special card. The crew enters these times (or just the driving time) in their Time card.
- At the end of each Liaison / Leg, the crew keeps their Time cards for themselves. Only in the case of harmonization of data from the Marshall's record and Time card, will the organizer gain insight into a specific time card in





compliance with all epidemiological measures.

- In case of withdrawal at the Special stage or Road section, the crew will not hand over their time card to the Marshalls in the Sweeper car, but will keep them informed of the reasons for withdrawal and the necessary assistance by keeping the social distance and using a facemask. If possible (availability of mobile network signals) they will inform the Rally control about their cancellation on the mobile phone number obtained at the Scrutineering.

If competitors exit their vehicle at time control point's mouth and nose must be covered with a facemask or balaclava, the same rules are necessary for other team members in those zones.

The staff must work with disposable gloves, wear mouth and nose protection if social distance is not adhered to.

## 7. Administrative checks

Before entering the room, every participant and official will have their temperature measured with a non-contact thermometer.

Competitors and officials can only enter the rooms with a facemask and they have to use hand sanitizer.

All competitors and officials must keep a distance of 1.5 meters. The organizer sets the number of team members when issuing documents to two people (driver and co-driver).

Each crew will have their own time for administrative checks, and the whole procedure will be done in a maximum of 3 minutes.

**Every participant has to bring his pen for his signature.**

Competitors / crews must provide the organizer with copies of the necessary documents in advance to keep the administrative checks time as short as possible. The administrative checks is one-way, which means that the crews cannot meet each other.

Entrance and exit to the administrative checks area and check of the number of people in the area, is supervised by officials of the organizer.

Physical distance between competitors is ensured by markings on the floor. The presence of unauthorized persons is prohibited in the area.



#### a) Equipment for the administrative checks

Entrance staff:	Protective mask, disposable gloves
Workplace:	2 tables, 3 chairs, 1 x particle protection Disinfectant with dispenser for work surfaces, Hand sanitizer with dispenser
Staff:	3 people with protective masks and disposable gloves
Driver and co-driver:	Pencil and documents
Each crew change is followed by surface disinfection of the tables.	

### 8. Scrutineering

A maximum of two mechanics or crew members may be present at scrutineering. Any team member at scrutineering area must use a facemask.

When entering the area crew members must use the hand-sanitizer.

Scrutineering area is closed for spectators, entrance is only allowed for competitors. Media is not allowed in the scrutineering area.

No more than two cars can be in the area at the same time.

All people within the area must keep a distance of 1.5 meters from one another. It is mandatory to wear protective masks during the entire technical inspection.

The entire process takes place over 2 lanes in a one-way street system, which means that the teams cannot meet.

The teams must provide the organizer with all documents in advance so that the time for the scrutineering is as short as possible.

A schedule for the scrutineering is drawn up, so each team has its own time.

#### a) Equipment for the scrutineering

Acceptance point 1:	2 table, 4 chairs, 2 x partitions Surface disinfectant with dispenser, Hand sanitizer with dispenser, disposable gloves
Per rally car	maximum 2 people from the team Every team has to bring his own writing material.
Each crew change is followed by surface disinfection of the tables.	
Entry and exit staff:	Mouth and nose protection, disposable gloves.



## 9. Drivers briefing

A driver briefing does not take place because impossibility of keeping a distance of 1.5 m. All additional information of the Clerk of the course will be available only in electronic form on the organizer's website <http://www.deltarally.eu/>.

**It is the obligation of all crews to become familiar with that information before the competition.**

Contact with the competitor's relations officer is only possible by telephone using the number published in the supplementary regulations. If a personal conversation has to be held, the hygiene and distance rules must be observed.

## 10. Official notice board

The notice board will be available only on the Organizer's website: <http://www.deltarally.eu/>

### Opening ceremony

The opening ceremony will be in the service park without spectators.

## 11. Special stages

The crew (driver and co-driver) may stay in the pre-start and post-STOP zone outside the vehicle, keeping a distance of 1.5 m from other crews and persons and using facemasks when stopping and leaving the vehicle.

When spectators help teams get back on track (in a group of many people), spectators must use facemasks, visors, scarves, kerchiefs, etc. as mouth and nose protection.

## 12. Timekeepers

The timekeepers in the start and stop area must wear mouth and nose protection and disposable gloves during their work. Before starting work, the timekeepers must appear at the service point every day to take a fever.

The timekeepers are not allowed to enter the rally headquarters.

## 13. Processing results

The evaluation staff sits within the rally headquarters and has to adhere to the hygiene rules within the RHQ.

## 14. Race-Control – Rally headquarter

Before entering the RHQ, every person is measured daily for a fever. Entry to the RHQ is only allowed for following people:



No.	People	Function
1	1	Event Director
	1	Clerk of the Course
	1	Deputy Clerk of the Course
	1	Chief Safety Officer
2	3	Stewards of the Meeting
	1	FIA Observer
	1	HAKS observer
	1	Steward Secretary
3	1	Headquarters' manager
	1	Competition Secretary
4	1	Scrutineer
	1	Chief Medical Officer
	1	Competitors Relations Officer
5	1	Chief Rally Control
	1	Deputy Chief Rally Control
	1	Head of police
6	1	Head of Timekeepers and Results processing
	1	Processing results

All persons found in the Headquarters must keep the prescribed distance of 1.5 m, and the use of protective facemasks is mandatory. It is recommended that all meetings last as short as possible.

Access to the RHQ is prohibited for crews and members of their teams.

Should the Clerk of the Course, the Event Director or the stewards request personal presence, an authorization or permit will be issued and listed in the hygiene list. Furthermore, fever is measured before entering the RHQ.

Staff in the RHQ can be contacted by phone. In case personal contact is necessary, everyone must use protective masks and disposable gloves.



## 15. Regrouping

The regrouping staff must wear mouth and nose protection and disposable gloves during their work because the social distance cannot be granted during regrouping. They have to make sure that no other people enter the fenced in regrouping area. Furthermore, they have to ensure that the driver and co-driver wear mouth and nose protection when leaving the vehicle.

## 16. Refuel zone

The refuel zone is closed for spectators.

Access to the tank zone is only allowed for max. 2 service personnel, driver and co-driver.

There are supervisory staff and fire fighters in the tank zone, who also have to cover their mouth and nose.

The area is fenced.

If the driver and co-driver leave their vehicle while refuelling - they must cover their mouth and nose, the same rules apply to the service personnel in these areas.

## 17. Prize giving ceremony

The Prize-giving ceremony will take place at the end of the Rally TC 9B in the Service park

The prizes of honour and champagne bottles will be disinfected and crews will take them themselves from a table nearby.

The person in front of the organizer will show to the crews intended honorary awards for them.

If a proclamation podium is used, it must be such that there is an appropriate spacing for each seat on the podium. There will be no handshakes, hugs and kisses when handing over the awards.

## 18. Press centre / media / press conferences

### a) Press centre

There will be no press centre.

### b) Media

Only media representatives will be admitted who have been accredited in advance by email from the organizer and have received written confirmation from them.



Representatives in media zones must generally wear a facemask.

Interviews are only carried out in the open air while maintaining social distance.

Microphones must be disinfected by the user at all times, if necessary a foil must be used.

### **c) Press conferences**

The press conferences before the rally will be held in Zagreb in a suitably large space.

The number of people in the room is strictly limited - interviewers, organizer's, representatives of the FIA and a limited number of media representatives.

All participants at the press conference must use protective masks

The space will be regularly ventilated during the press conference.

## **19. Radio marshals, marshals, personnel on the special stages**

Marshals, guards and other staff at the Special stages will have their body temperatures measured before being deployed.

The safety distance of 1.5 meters to other people is mandatory. If the social distance is not maintained, facemasks and possibly disposable gloves must be worn.

Lists of persons must be kept by individual groups of Special stage commanders and then handed over the organizer.

At the end of the competition, the Special stage commander is obliged to submit to the organizer an accurate list of marshals, guards and other staff (ambulance, fire and towing service).

The marshals as well as the personnel on the special stages are obliged to inform the organizer of a COVID-19 illness up to 15 days after the event:

- a) For all those who do not develop symptoms and infection COVID-19 after 14 days after the end of the competition in accordance with the Personal Data Protection Act, the organizer will delete all sensitive personal data (name, name, phone number, address, etc.).
- b) If any Marshall, guard or any of the other personnel at the special stage has symptoms, he is obliged to report it to the organizer, who will inform the competent medical institution about the potentially infected person.



## 20. Catering services

The catering staff must be measured for a temperature daily before work begins and their hands must be disinfected before entering the premises.

The catering staff must wear the facemasks in a closed rooms. Disposable gloves must be worn when handling food.

A one-way system will be set up in the premises.

When handing out the catering and preparing the packed lunches, mouth and nose protection and disposable gloves must be worn.

The head of catering is in charge of supervising the application of protective measures.

After each passage of the individual groups, all surfaces (table, chairs, toilets, etc.) must be disinfected.

Hand disinfectant, soap and paper towels are available in the anteroom of the separate toilets.

## 21. Actions in case of a possible illness

Anyone who notices COVID-19 symptoms during the event should adhere to the following rules:

- a) Cancel any work immediately
- b) Immediately inform the chief medical officer / COVID doctor about the symptoms by telephone.
- c) Keep a safe distance of 3 meters from all other people
- d) If the situation requires further medical help, the doctor will organize the COVID-19 tent for the next steps.

The medical staff can be reached by telephone at

**Doc.dr.sc. Mario Ćuk, dr. med. +385 91 7322 750**

If laboratory tests are necessary, the following laboratory is responsible after prior agreement with the organizer:

Poliklinika LabPlus Zagreb, Prijepoljska 19b, 10000 Zagreb.

Phone: +385 1 2993 595



## 22. Rescue workers

Rescue workers are ambulances with paramedics, MIC vehicles with staff, rescue doctors and fire brigades with emergency services.

They are independent groups who are in charge for their hygiene, measure the daily fever and are responsible for keeping the personnel register and handing it over to the organizer.

The rescue workers are responsible for complying with the hygiene regulations.

## 23. Spectators

There will be no official spectators at this competition.

But as the organizer cannot prevent the free movement of people along the paths of the special stages, there are planned following measures.

Places for spectators on special stages are marked with a green protective tape. Each spectator seat is provided with as many spectators as possible to be able to maintain a distance of 1.5 meters.

Spectators must wear a facemask in places where the distance between them is less than 1.5 meters.

Hand sanitizers and toilet paper are available in all portable toilets. Responsible staff continuously cleans and disinfects them as needed.

Toilets are divided into men and women.

Viewers are required to notify the disease organizer of the COVID-19 infection within 14 days of the event.

## 24. Staff

When entering the tent, staff must wear a mouth and nose mask and disinfect their hands. The staff has a fever measured daily.

The personnel in the tent are protected by a spit guard at the counters and must disinfect the surfaces (tables, chairs, etc.) after each passage or if necessary.

The control staff at the spectator points must wear a mouth and nose mask and disposable gloves.

The toilets at the spectator points and on the tent are equipped with disinfectants and are regularly disinfected with surface disinfection by the organizer's staff.





Contact to the rally headquarters is only possible by telephone.