

Glenn Brinkman/Harvey Smith
Lancer Evo Caves Classic 2019
Photo by Jack Martin

COVID 19 VENUE PLAN

**ROUND
2**
10TH OCTOBER

MTA NSW Rally Championship
East Coast Classic Rally Series
NSW Clubman Rally Series
NSW Hyundai Rally Series

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1 Introduction

This is the fifth year of the Mid State Freight Caves Classic Rally, which of course continues a long history of the event and hopefully this will be one of the most memorable years in recent history.

This rally brings together competitors from the MTA NSW Rally Championship, the East Coast Classic Rally Series, the Techworkz NSW Clubman Rally Series and the NSW Hyundai Rally Series – each of which will have their own results and awards.

To help us monitor and manage your physical safety the Rallysafe system is compulsory for all vehicles. We have been using this system for the last few years as a critical part of our Safety management system – and of course the World Rally Championship has now seen the light and implemented the same system for their Championship – well done to the boys from Tassie! We will be using Rallysafe to do all the timing for the event, and chrisssport.co.nz to display the results – so crews in the car will know their stage time before they reach the Stop point.

Rally Headquarters is again at the Oberon Rugby League Club.

The roadbook has been checked, all the required permissions from Councils, Forestry Corporation and NSW Police have been received to make it the event we are hoping for. We look forward to you joining us for the rally event of the year in Oberon!

The concessions and restrictions placed by the NSW Government on movement and activities during the COVID19 Pandemic are extremely fluid in nature. There is a strong possibility the measures needed to be taken by individuals and organisations may be significantly different between the date the Supplementary Regulations are published and the date of the event. It is therefore necessary the Event Website and Event Facebook Page be monitored for Bulletins and variations to the Supplementary Regulations prior to the event.

Under no circumstances should anyone with symptoms consistent with COVID-19 attend the event. This includes any fever, respiratory symptoms, shortness of breath, sore throat, cough, fatigue, or sudden loss of sense of smell. Under no circumstances should anyone attend the event if they have been;

- i. overseas in the previous 14 days; or
- ii. in contact with someone who has been overseas in the previous 14 days; or
- iii. in contact with a known COVID-19 positive case in the previous 14 days.
- iv. visited a known hotspot in the previous 14 days.

It is highly recommended that if any participant exhibits symptoms consistent with COVID-19 prior to the event then the individual should take a COVID-19 test through NSW Health or approved test facility.

Motorsport Australia strongly encourages the use of the Australian Government's 'COVIDSafe App' for all event participants.

Many administrative and operational processes for the event may be very different to what has been normally experienced in the past. This may result in some activities taking longer than expected. Please allow additional time and tolerance during this difficult period so we can all participate and be involved in the sport we love. Please do read this Venue Plan closely and in the lead up monitor for any applicable changes that may be made to the event as they become available.

Social distancing and other COVID-19 practices described in this document must be observed at all times.



2 Government requirements Re: public gatherings

Organisers adhere to relevant State and Territory Government requirements

The event will be running under the NSW Government provisions for community sport where there is a maximum number of participants at a locality of 500 people. (Current as at 11 August 2020) This will still employ a 4m² per person capacity calculation for interior spaces and 1.5m of social distancing guidelines.

In the lead up to the event all announcements by the NSW Government regarding restrictions will be monitored.

3 Specific Government Restrictions

Ensure that any specific Government restrictions such as border closures or travel limits are managed

Announcements and changes to border closures and travel limits will be closely monitored in the lead up to the Event. The supplied address details of all competitors and officials will be scrutinised to ensure their attendance is in compliance with such Government restrictions. Those that do not appear to comply will be requested to provide evidence their current circumstances are not in contravention of imposed restrictions. COVID-19 Event Bulletins will be sent to all participants if the environment surrounding restrictions change as the Event gets closer.

4 Monitoring

Create a register of all event attendees. Encourage all to download COVIDSafe App

It will be mandatory that ALL officials, competitors, service crew, contractors and vendors will register their contact details before involvement at the event. Processes have been developed specific to each group of participants to capture those details.

The event Supplementary Regulations contain a highlighted recommendation that all competitors and service crew download and activate the COVIDSafe App. Separate COVID19 Bulletins targeted at each group will be produced and distributed prior to the event. These bulletins will also strongly recommend all participants download and activate the COVIDSafe App.

5 Maximum event capacity

Maximum venue numbers for competitors, competitor team members, officials and other venue staff/persons

There are 3 main locations that will require specific attention to ensure maximum numbers of people are not exceeded.

Rally Headquarters

This will be located at the Oberon Rugby League Club, Lowes Mount Road, Oberon (33°41'84.5"S 149°51' 345"E)

Full information is provided below in Section 27.

Service Park

This will be located at Oberon Rugby League Club, Lowes Mount Road, Oberon (33°41'84.5"S 149°51' 345"E)

Full information is provided below in Section 28.



Emergency Refuel Location

This will be located at the Avoca Pioneer Park, Cnr Abercrombie Road and Dog Rocks Rd, Black Springs (33°50'862"S 149°44' 612"E)

Full information is provided below in Section 28.

The allowed capacity of each interior space will be clearly displayed at each entrance and regulated by a volunteer official appointed to the role.

Each event entry will only be allowed 2 crew members, 2 service crew members, 1 competition vehicle and 1 service vehicle. Other vehicles may be present at the event but will not gain access to the Service Park except by prior arrangement with the Organisers. All competitors and service crew members will be issued accreditation to provide access to the Service Park. Each permitted vehicle will also display an access pass. This mechanism will limit the number of people able to enter the precinct. Relevant event personnel/volunteers will be issued with accreditation to be able to access the Service Park as required.

The Service Park and Rally HQ precinct is the only location where large numbers of people are likely to gather concurrently so is the only place where the accreditation process will be utilised. All other locations are covered in other Sections of this document.

As further freedoms or restrictions are announced, the viability of the event to be able to run under NSW Government COVID19 Legislation will be assessed.

6 Hygiene Practices and Information

Correct hygiene measures to be adopted

A number of principles will be applied to hygiene.

- The underlying assumptions for all work practices described in this document are:
 - Assume everyone HAS COVID19
 - Assume every object you touch has come in contact with COVID19
 - Assume you HAVE COVID19

The types of resulting practices are:

- Any items to be shared, such as pens, will require the individual to use hand sanitiser prior to using the item and again when they finish. This will endeavour to kill any virus on the hands prior to touching the equipment to prevent transfer and then kill any virus that may be picked up from the equipment.
- Those who will be dealing with multiple people in close proximity, such as Documentation, will be required to wear appropriate masks.
- People will be requested to wash their hands often where facilities are available. If not, hand sanitiser will be made available.

The results of an experiment published in the New England Journal of Medicine on April 16, 2020 cites that no viable SARS-CoV-2 virus (formerly called HCoV-19) was measured after 24 hours when applied to cardboard. Of the surfaces tested, the longest period before no viable SARS-CoV-2 virus was measured was 72 hours on plastic and stainless steel. Therefore, as a precaution, all paperwork to be handed to competitors, service crews, officials and volunteers will be packaged and sealed at least 72 hours prior to distribution, far longer than the nominal 24 hours for a cardboard surface.



7 Documentation and licence checking

Avoid in-person licence check

As indicated in Section 6, the COVID-19 virus has a poor ability of remaining viable on cardboard past 24 hours. Stainless steel and plastic do not maintain viability beyond 72 hours. Any forms to be distributed or completed at the event will be printed at least 72 hours prior to the event.

The majority of competitor documentation checking will be done electronically prior to the event. Documentation will occur at Rally Headquarters using social distancing processes defined under Section 29 below only for those items that were not able to be checked prior. This will be by exception only.

Sign-on for Officials

Officials and volunteers under the guidance of a Stage Commander or Service Park Manager will sign-on with their respective Team Leader who will enforce social distancing and have hand sanitiser available during that activity.

All other Officials and volunteers will sign on at Rally HQ at a dedicated desk away from the flow of crews attending Documentation. Hand sanitiser will be available at this desk. Signs requesting social distancing be observed will also be on display.

8 Driver and Officials briefings

No gatherings of drivers or officials (or team personnel)

Competitor Briefing

A competitor briefing document will be provided in the crew kit collected at Documentation. A video may also be made available on the event website for crews to watch prior to the event. Consideration is also being given to live streaming a competitor briefing prior to the start of the event.

A COVID19 Bulletin targeted at this group will be produced and distributed prior to the event.

Officials Briefing and Training

The Stage Commanders and Service Park Manager will provide a briefing to their small teams regarding social distancing, COVID-19 safe practices and other matters at their meet points. Training regarding no contact Control Procedures will be provided by the Stage Commanders to relevant personnel at each Control Point.

A COVID19 Bulletin targeted at this group will be produced and distributed prior to the event.

9 Scrutineering / Parc Ferme

Refer to the Return to Race Scrutiny of Vehicles and Apparel document for requirements

Regional Scrutineering will occur though competitors will use the “Self-Scrutiny Checklist – Rally/Road” and the “Self-Scrutiny Statement of Vehicle Compliance” forms. The Scrutineer will perform a non-contact walkaround of the vehicle and check of apparel compliance. If satisfied, the Scrutineer will complete the Log Book while wearing a fresh pair of disposable rubber gloves and return the Log Book to the competitor. The gloves will then be immediately disposed of. For those competitors unable to avail themselves of Regional Scrutineering, scrutineering will be held at the Service Park using the same process by appointment only.

This event has no Parc Ferme.



10 Equipment deployment

Hygiene protocols to be adopted

Equipment will be issued for use by a single person where possible. Any piece of equipment will be cleaned with antiseptic wipes or spray, as appropriate, prior to being issued. Rubber gloves will be worn by the person doing the cleaning and the gloves disposed of at the end of the cleaning process. Fresh disposable gloves will be used during the issuing process.

11 Paddock, marshalling areas

Personnel required. Social distancing measures to be implemented

There will be no paddock or marshalling areas at this event. The closest situations that align with these functions will be TCO at the event start and Regroup. Competitors will be requested to present to temperature testing adjacent to TCO thirty minutes prior to their departure time. Crews will be requested to remain in their vehicle or not move any further than one arm length away from their vehicle if they need to alight.

On stage Time Control Officials will be implementing the no contact time control procedures by the use of RallySafe while social distancing.

12 Judicial, protests and Stewards hearings

Avoid in-person Stewards hearings at events, held by teleconference or video conference if necessary. Use of Electronic documents

Matters that require a report to the Stewards will be communicated to them by radio or mobile phones. The transmission of photos of documents or other data is known to be impossible or unreliable from many Special Stage locations. Any decision or notification that needs to be relayed back to a competitor will be communicated to the Post Chief of the next Time Control, based on the competitor's position from RallySafe, by radio or mobile phone.

Any stewards hearing can be carried out by voice conference over a mobile phone. If all parties have access to a video conference capability, for example Zoom, that will be the preferred method.

Failing that, the room used for Rally HQ can be made available for an in person hearing, as a last resort, with social distancing in place.

13 Post event documentation

Submitted electronically where possible. Register of all attendees to be collated/retained by organiser and submitted to Motorsport Australia

ALL post event documentation to be submitted electronically to Motorsport Australia.

14 Fire, Medical and Recovery Teams (including MIV etc.)

Vehicles to contain a maximum of 2 people when in operation Teams to wear PPE

All first response and field triage services will be provided by JW Motorsport Services as the FIV provider. FIV vehicles will contain a maximum of 2 people when in operation, utilising appropriate PPE at all times. When in standby, personnel will remain outside vehicles and maintain appropriate social distance. In adverse weather during standby, personnel may be within the vehicle but utilising appropriate PPE. Each occupant will be required to complete and submit the "Dual Occupant Vehicle - Declaration" form.

15 Track Marshals / Stage Teams

Minimum number of marshals / stage teams as per Motorsport Australia guidelines

The use of **FULL** RallySafe timing will allow minimal numbers of Control Officials and no contact Control procedures. Manned Road Closures will have the minimum number of people, on a case by case basis, to maintain safety and ensure there is no unauthorised access to the rally route.

All volunteer officials in the field will be instructed on the requirements of social distancing for the event to ensure maintenance of 1.5m between them. The use of full RallySafe timing will result in there being no need for any physical contact or passing of items between them and competition crew members.

Any equipment to be used by volunteer officials will be cleaned with either a disinfectant spray or wipes before it is issued. Where possible, each item of equipment will be issued for individual use and not shared. Hand sanitiser will also be issued to all field locations so that if objects are shared then hands can be sanitised before and after use of the equipment by each individual.

16 Competitors

No Passenger Rides. Rally/Off-Road – refer to Motorsport Australia directly for any updated conditions for Driver/ Co-Driver/Navigator

This event will have NO VIP ride days or other passenger rides. Motorsport Australia contacts and website are constantly monitored for updated conditions regarding Driver/ Co-Driver/Navigator.

In the case of an accident, **Section 5.3 – Emergency Procedure** of the National Rally Code (Special Stage Rallies) shall continue to be followed. In addition, crews will be required to carry one suitable mask each for the Driver and Co-Driver, an adequate supply of disposable rubber gloves and any other PPE they deem as appropriate. This PPE must be worn if it is required to stop and render assistance to a crew involved in an accident. **Hand sanitiser MUST NOT be carried in the competition vehicle as it is a fire hazard.**

17 Competition Team personnel

Absolute minimum Team personnel to attend per competition vehicle

Each competitor entry will be allowed only two service crew personnel to enter the Service Park.

18 Results

Communicated digitally

All times from RallySafe will be digitally transferred to chrisport.co.nz for compilation of results and display of live stage times on their website.

19 Podium ceremonies

Avoid in-person ceremonies

There will be no podium, award ceremony or post event celebration dinner. All award recipients will receive a digital certificate for them to print out at their own leisure after the event.

20 Spectators

No spectators unless otherwise approved by Motorsport Australia

The event will have NO organised spectator points nor will details of the route be publically published. If any members of the public turn up along the route within range of an official they will be requested to ensure they are in a safe location and exercise appropriate social distancing.

21 Media Centre and media attendance at event

To be minimised

OHM Productions are contracted to provide the official video footage for the event. It is expected other photographic media will attend but will need to register their details with Rally HQ prior to being given route details to comply with the Motorsport Australia requirement of a list of attendees post event. They will be requested to ensure they are in safe locations and exercise social distancing via a media specific COVID19 Briefing document.

22 Medical Declaration and Monitoring for Crew – Driver/Co-driver/Navigator

Crew members to complete a Medical Declaration for the event and advise any variation, should it present, daily for events with multiple days of competition.

On a daily basis, all Competitors and Officials must complete and sign the “Dual Occupant Vehicle - Declaration” form found at https://www.motorsport.org.au/docs/default-source/covid19/venues/motorsport-australia_covid-19_dual-occupant-vehicle_declaration.pdf for those sharing a vehicle with another. All participants will electronically receive a COVID19 Briefing Document targeted to individual workgroups which will contain instructions on the process to follow and contact details if there is a change in their declared state of health.

Event organisers to establish Crew health monitoring by temperature checks of each crew member at the start and finish of an event. This should be considered in conjunction with the event medical response provider.

All competing crew will have their body temperature checked using a contactless thermometer at Documentation and prior to arrival at the TCO start. The official conducting tests will be wearing PPE appropriate to the task and a register of temperatures will be kept. Any competitor with an elevated body temperature (above 37.5°C) will be required to take a second temperature check taken using a digital thermometer for confirmation. If the second measurement confirms an elevated body temperature they will be excluded from the Event and requested to leave the venue immediately and maintain extra social distancing with a suggestion they seek medical advice ASAP.

Event organiser to have protocols in place so that a crew member can report any change in their health or condition – and that this can then be managed (by isolation as required) and all other competitors, officials etc. are to be advised to ensure awareness.

All participants will digitally receive a COVID19 Briefing Document targeted to their workgroup and will contain instructions on the process to follow and contact details if there is a change in their declared state of health. There will be an Isolation Facility at Rally HQ and the Service Park and both will be clearly labelled. This space will be appropriate to isolate anyone exhibiting COVID19 like symptoms and be equipped with masks and hand sanitiser. They will remain in isolation until arrangements are made to transport them from the venue. Strict distancing will apply if the Isolation Facility is occupied. Anyone placed in Isolation will be asked to provide a breakdown of the locations and approximate time and duration they attended those locations. This tracking information will be communicated anonymously to all registered attendees post event with a recommendation they self-monitor for COVID19 like symptoms for 14 days with a further recommendation to present to a COVID19 Test Centre if symptoms appear.

23 Crew and Competition vehicle sanitation – including apparel

Ensure that crews are advised of the requirements for sanitation of themselves and the competition vehicle. Ensure crews are advised of the requirements regarding apparel being only for individual use, not shared and kept separated.

All entries will receive a COVID19 Briefing Document that includes highlighting the need for sanitation of equipment, vehicles and apparel at all times by Competitors and Service Crew during the event.

24 Venue operations

Venue operators agree to adhere to “Return to Race” requirements

There is no contiguous “venue” per se but the locations listed in Section 5 plus the Rally Route and associated Control Points will all be operating under the Return to Race requirements as outlined in this document.

25 Venue/areas entry and exit points

Consideration given to entry and exit points of venues/areas to avoid mass gatherings and unapproved attendance

Entry to Rally HQ will be based on maximum headcount allowed for the space which will be actively enforced by a door monitor stationed at the entrance. COVID19 instructional signs will be placed appropriately in the vicinity.

Entry to the Service Park/Rally HQ precinct will be controlled by an accreditation mechanism giving individuals access. This will limit the maximum number of people authorised to enter this precinct. Random checks will be carried out to ensure all people within the precinct are authorised. Others will be asked to leave.

26 Venue facilities plan (as necessary)

Responsibility for venue facilities i.e. cleaning toilet

All venues with facilities are owned by either the Leagues Club or the Local Council. The organisers have been working closely with these parties and it is recognised we share the same requirements of a COVID19 safe environment.

27 Command centre (indoors) including Race Control, Rally HQ

Venue facilities, maximum personnel numbers in rooms, social distance plan etc

It is conservatively estimated Rally Headquarters has internal dimensions of 10m x 5m giving a space of 50m². Using the rule of 1 per 4m² gives a capacity for this space of **12 people**. Accurate measurements will be taken and this capacity may be adjusted. The room will have the following operational roles present during the times indicated.

- Rally (Radio) Controller (Pre, during and post event)
- Documentation 1 (only during Documentation)
- Documentation 2 (only during Documentation)
- Timing and Scoring Official (Pre, during and post event)
- RallySafe & Crew Pack Distribution (only during Documentation and post event)

Two sets of two crew members can be processed concurrently. Crosses will be placed on the floor for individuals to stand on to ensure 1.5m of spacing. Once their documentation is checked, one crew member will collect their

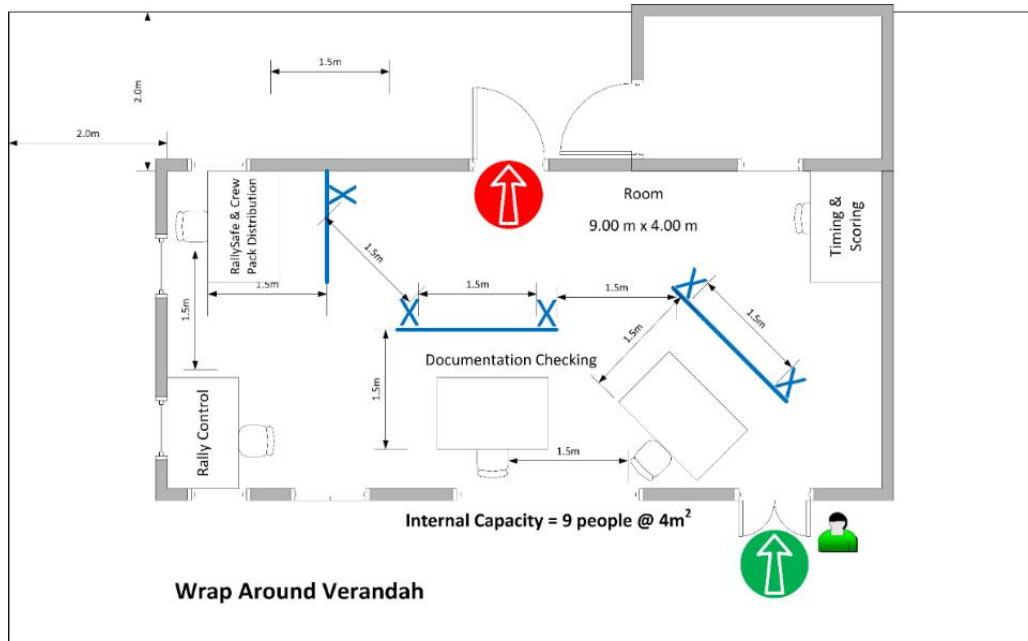


RallySafe unit and Crew Pack while the other will leave the space. When both crew from that team have left another two crew members will be allowed by the Door Marshall to enter.

The social distancing rule of 1.5m between each individual will be enforced by the use of marks on the ground while queuing for entry into Documentation.

Once Documentation has finished the Documentation and RallySafe desks will be repositioned slightly to allow up to seven alternative people such as Stewards and Clerk of Course to be present while the event is running.

The proposed layout of Rally Headquarters during Documentation is as follows showing entry and exit doors:

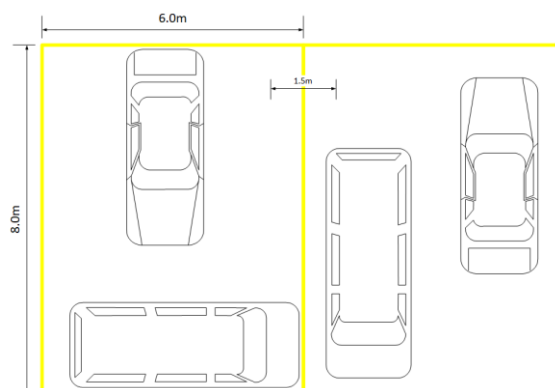


Rally HQ Layout

28 Paddock/Service/Refuel

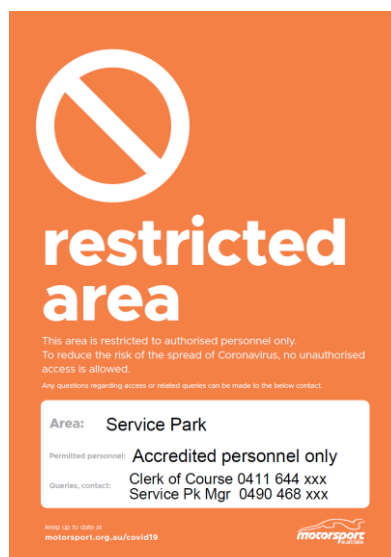
Demonstrate how such space will be managed including garage/service allocations

The Service Park (11,800m²) has a capacity of 4,500 people using the less dense 4m² rule. This will be restricted to 500 people by use of an accreditation pass system described below. Entry into the Service Park/Rally HQ precinct will be managed by a volunteer official issued with appropriate PPE for the role. Each competitor will be required to mark out their Service Bay within a Service Zone to a size of 8 metres x 7 metres. There is enough space for 7 people in each bay but will nominally contain 4, possibly 5 people if an accredited visitor is present.





The length of Lowes Mount Rd on the boundary of the Service Park will be cordoned off in conjunction with prominently displayed Motorsport Australia “Restricted Area” signs.



The remote Refuel Location at Avoca Pioneer Park in Black Springs will only have the competition and service vehicles present while refuelling. Service crews will arrive and wait for their competitor as per the running schedule. Once refuelling is completed, both vehicles will be required to leave the area as soon as practicable. This will be a rolling process as the field progresses. There is more than adequate space for the expected concurrent number of vehicles and associated crew members to maintain 1.5m of social distancing. As such, this space will not be specifically managed though strict social distancing and hygiene will be expected and enforced.



29 Social Distancing

Demonstrate that all operational areas (indoor or outdoor) are set up to comply with social distancing measures e.g. 1.5 metres apart or 4m² area

All identified operational areas, both inside and outside, have had their capacity dimensioned using the less dense 4m² rule which has then been de-rated to determine a smaller advertised capacity for each space in this event. The detail of the capacity for each location has been dealt with in the previous sections. The number of people accessing these areas will be regulated by headcount or an accreditation pass process, both carried out with the assistance of volunteers. Signs will be displayed at the entry point of each restricted space as to its capacity.

At Rally HQ when Documentation is occurring, marks will be placed on the floor to indicate to crews where they are to stand while they are being processed.

For competitors and their crews, all communication to them will stress the importance of social distancing and the mandatory need to implement those measures. It will also be stressed to them they need to consider how their normal event practices will change and to come equipped with the PPE that is felt necessary for their team to comply with safe practices.

Officials and volunteers will also receive instruction on social distancing requirements as part of their training. Most posts/control points will only have 2-3 people allowing easier compliance. Officials and volunteers will be issued with PPE by the Organisers that is applicable to their role or location.

Contractors will also be notified regarding when being engaged the importance to the Event of social distancing, the mandatory need to implement those measures and to come equipped with their own PPE. They will also be provided with a site induction on arrival.

30 Medical Centre / Facilities / Isolation Facility

Medical centre configuration/staffing OR Medical Facilities in place at event (St.Johns/First Aid etc)

Isolation plan – in case of COVID-19 case at event

A Medical Centre is not a requirement for a rally event. All first response and field triage services will be provided by JW Motorsport Services as the FIV provider. FIV vehicles will contain a maximum of 2 people when in operation, utilising appropriate PPE at all times. When in standby, personnel will remain outside vehicles and maintain appropriate social distance. In adverse weather during standby, personnel may be within the vehicle but utilising appropriate PPE.

Emergency Department and other Hospital facilities will be provided by Oberon Hospital, Lithgow Hospital or Bathurst Base Hospital as appropriate. It is expected these hospitals will continue to operate with recognised COVID19 safe practices appropriate to a public healthcare facility.

There will be an Isolation Facility at Rally HQ/Service Park and will be clearly labelled. This will be a space appropriate to isolate anyone exhibiting COVID19 like symptoms and will be equipped with masks and hand sanitiser. They will remain in isolation until arrangements are made to transport them from the venue. No other person will be allowed to enter the Isolation Facility.

Anybody exhibiting COVID19 like symptoms during the event will be requested to terminate their role at the event, fit PPE, maintain extended social distance, leave the event and be recommended to present to the nearest COVID19 Clinic to be tested. Clinic contacts, hours of operation and appointment details will be provided in the COVID19 bulletins to be distributed to participants.

31 Food and catering

To be minimised

There will be no food and catering organised for the event

32 Venue / Event support contractors

Essential only. Ensure agreements in place for compliance with all requirements

The only contractor at the event will be the FIV provider. There will also be vendors present providing tyre services to competitors. All compliance requirements will be in place for these parties.

A COVID19 Bulletin targeted to Contractors and Vendors will be produced and distributed prior to the event.

CREDITS

Authored by Ian Bray for North Shore Sporting Car Club Ltd.

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