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# ***COVID-19 Venue Plan***

## ***25 January Update***

**ROUNDS**

**1 - 5**

November 17, 2020

December 01, 2020

December 10, 2020

February 11, 2021

March 11, 2021

## 1 Introduction

The Whiteline Tarmac Rallysprint Series has now been run for a number of years in the access roads and carpark of the Sydney International Dragway. Each round generally has a full field of a wide selection of vehicles from standard road cars all the way to full house dedicated tarmac rallysprint vehicles.

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; or
- iv. visited a declared COVID-19 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***

This event is categorised as “community sport” and therefore cannot have more than 500 people present. (Current as at 22 October 2020) This number of 500 includes all competitors, officials and support crew. If restrictions are relaxed further there will be opportunity to increase the number of attendees while still employing a 4m<sup>2</sup> per person capacity calculation and 1.5m of social distancing guidelines.

This event is categorised as “community sport” and now cannot have more than 3000 people present. (Current as at 25 January 2021) This number includes all competitors, officials, support crew and spectators. Restrictions now allow a 2m<sup>2</sup> per person capacity calculation while maintaining 1.5m of social distancing.

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**

It will be mandatory that ALL officials, competitors, service crew, contractors and vendors will register their residence postcode details before involvement at the event. Processes have been developed to ensure those people living in declared hotspots or interstate will be advised of the ability or inability to attend based on the current border/travel and hotspot restrictions associated with their residence postcode at the time of the event.

**There are currently no domestic border closures or travel limits that impact the attendee community for this event.**

### 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 NSW Government now requires contact tracing details to be captured electronically, where practical, so all attendees will be required to register their attendance using the Service NSW App QR scanning code facility.**

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**

From 1 July 2020, the NSW Government has allowed “community sport” to operate with a maximum number of 500 attendees. The person capacity of any enclosed internal space will be dictated by the 4m<sup>2</sup> per person rule as appropriate. The allowed capacity of each 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 competition crew members, 2 service crew members with an opportunity to apply for a third service crew member. All attendees will be issued accreditation to provide access to the Event.

**From 7 December 2020, the NSW Government has allowed “community sport” to operate with a maximum number of 3000 attendees. The person capacity of any enclosed internal space will be dictated by the 2m<sup>2</sup> per person rule as appropriate. The allowed capacity of each space will be clearly displayed at each entrance and regulated by a volunteer official appointed to the role.**

**As previous rounds attracted approximately 400 attendees each there is now no requirement to monitor the number of people entering the venue. All attendees will be required to register their attendance using the Service NSW App QR scanning code facility.**

**As further freedoms or restrictions are announced, these provisions will be reassessed.**

## 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 Event 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**

All Officials and volunteers will sign on at Event 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. Specific driver briefing announcements will be made over the venue public address system prior to the start. **If NSW Government restrictions at the time allow, there will be a face to face drivers briefing while participants comply with strict social distancing.**

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

#### **Officials Briefing and Training**

Officials and volunteers will be provided a briefing document regarding social distancing, COVID-19 safe practices and other matters concerning their role prior to the event.

## 9 Scrutineering / Parc Ferme

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

Scrutineering of vehicles WITH a Motorsport Australia logbook will occur via competitor use of the “Self-Scrutiny Checklist – Rally/Road” and the “Self-Scrutiny Statement of Vehicle Compliance” forms. The Scrutineer will perform non-contact spot checks of vehicles throughout the event.

Scrutineering of vehicles WITHOUT a Motorsport Australia logbook will occur via regional or event Scrutineers. The Scrutineer will perform a non-contact walkaround of the vehicle and check of apparel compliance. If satisfied, the Scrutineer will complete the event issued scrutineering form by using Covid Safe hygiene practices and return it to the competitor.

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. Competitors will present to the Start Control in a “ready to race” state in the competition vehicle.

## 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 phone. Any decision or notification that needs to be relayed back to a competitor will be communicated to the Post Chief of the Start or Stop Control 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 Event HQ can be made available for an in person hearing, as a last resort, with more than adequate space to maintain social distancing.

## 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** electronic timing will allow minimal numbers of Control Officials and no contact Control procedures. Safety Marshalls 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 rallysprint 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 digital 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.

## 16 Competitors

***Rally/Off-Road – refer to Motorsport Australia directly for any updated conditions for Driver/ Co-Driver/ Navigator. Passenger Rides – subject to approval. Passengers in competition as per Autotest and Speed event regulations only where the passenger is from the same household as the driver. Other passengers subject to approval from Motorsport Australia***



This event will offer Passenger Rides, by invitation, subject to specific approval by Motorsport Australia and NSW COVID-19 restrictions applicable at the time. The passenger will be required to submit a COVID-19 declaration and be temperature screened. They will also be required to wear a mask and carry out mandatory hand sanitising prior to entering and after exiting the vehicle. The driver for Passenger Rides will not be required to wear a mask as it may impact driver performance.

The competing Driver and Co-Driver will be required to complete the Dual Occupant Vehicle Declaration and be temperature screened prior to competition.

## 17 Competition Team personnel

### **Absolute minimum Team personnel to attend per competition vehicle**

Each competitor entry will be allowed only two service crew personnel, with a request for a third by approved application only, to enter the Service Park.

There will be no specific restriction placed on the number of team personnel though competitors are advised to keep the number to a minimum.

## 18 Results

### **Communicated digitally**

All times from the digital timing system will be digitally transferred to the event website for the posting of results.

## 19 Podium ceremonies

### **Podium ceremonies only with consideration of State or Territory restrictions**

Class and outright winners will be presented with their awards only to allow promotional photos to be taken. Strict social distancing requirements will be enforced.

## 20 Spectators

### **Spectators only where applicable with respect to State or Territory restrictions**

The event will have NO organised spectator access. If any members of service crews stand along the route they will be requested to ensure they remain in a safe location and exercise 1.5m of social distancing. The total number of attendees will be restricted by the 500 person event limit.

In line with the easing of NSW Government COVID-19 restrictions there will be no specific restriction on the attendance of spectators as the total number of attendees will not approach the 3000 capacity limit.

## 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 Event HQ prior to being given access 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.***

All Competitors and Course 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](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. 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 (37.5°C or above) will be required to take a second temperature check following MA guidelines 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 and/or Covid-19 testing ASAP.

With the easing of NSW Government COVID-19 restrictions there is no longer the requirement for temperature screening but competitors will still be required to declare their health status via the “Dual Occupant Vehicle - Declaration” form above.

## 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***

The Venue Operator will be operating under the Return to Race requirements in close alignment with 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 the venue will be controlled by an accreditation mechanism giving individuals access. This will limit the maximum number of people authorised to enter. Random checks will be carried out to ensure all people within that zone are authorised. Others will be asked to leave.

Due to significantly increased capacity limits by the NSW Government to 3000 people there is no longer a need to limit the entry of individuals to this event. All attendees will be required, though, to register their attendance using the Service NSW App QR scanning code facility.

Entry to Event 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.

## 26 Venue facilities plan (as necessary)

### **Responsibility for venue facilities i.e. cleaning toilet**

All facilities are owned by Sydney International Dragway. The organisers have been working closely with the owner 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 Event Headquarters has internal dimensions of 10m x 18m giving a space of 180m<sup>2</sup>. Using the rule of 1 per 4m<sup>2</sup> 2m<sup>2</sup> gives a capacity for this space of **45 90 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)
- Transponder & Crew Pack Distribution (only during Documentation and post event)

Four 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, the crew will collect their transponder unit and Crew Pack and will then 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.

## 28 Paddock/Service/Refuel

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

The Service Park is allocated approximately 12,000m<sup>2</sup> available for people resulting in a capacity of ~~3,000~~ 6,000 people using the 4m<sup>2</sup> 2m<sup>2</sup> rule. This far exceeds to maximum number of participants of ~~500~~ 3,000 people allowing for extensive room to practice social distancing.

## 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 4m<sup>2</sup> area**

All identified operational areas, both inside and outside, have had their capacity dimensioned using the 4m<sup>2</sup> rule. 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 Event 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 1-2 people allowing easier compliance. Officials and volunteers will be issued with PPE by the Organisers that is applicable to their role or location.

Vendors/Contractors will also be informed of 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 of this 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 Mt Druitt Hospital, Blacktown Hospital or Westmead 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 Event HQ 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 (if not worn already), maintain extended social distance, leave the event location, self-isolate and be recommended to present to a COVID19 Clinic to be tested as soon as practicable.

## 31 Food and catering

***To be minimised***

A sausage sizzle, coffee van and ice cream van will be available at the event subject to the NSW COVID19 restrictions applicable at the time of each round. Each food vendor will have their own specific COVID19 Plan in place to operate.

## 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 and other 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.

From the form "Event and Venue Plan - Rally and Off Road V2" © Confederation of Australian Motor Sport Ltd trading as Motorsport Australia.

For a copy of this source document (non PDF) please contact the Author.

