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Standard Operating Procedures (SOP's) for resumption of Motorsport activity in a post COVID-19 environment of The Federation of Motor Sports Clubs of India (FMSCI)



The Federation of Motor Sports Clubs of India

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DISCLAIMER:

This Standard Operating Procedure (SOP) was developed based on secondary research of public domain information from credible media reports and official disclosures by various international sports bodies and advisories by the Government, to provide guidance to all stake-holders of the Motorsport fraternity in performing the activities defined herein, in a consistent and standardized manner. FMSCI has made every attempt to present the information in a clear and concise manner for Motorsport users. However, FMSCI is not responsible for the misuse or misinterpretation of the information presented herein. Under no circumstances shall FMSCI be liable for any actions taken or omissions made by non-FMSCI users of this document. In general, this document should be used as a guideline. Differences may exist between the procedures referenced in this document and what is appropriate under site-specific conditions. This document does not represent an endorsement of practitioners or products mentioned in the document. The situation surrounding COVID- 19 is dynamic and rapidly evolving. Although extensive secondary research has been conducted to produce this document, but this document is not intended to be legal, medical or expert advice and should not be used in place of consultation with appropriate professionals.

Document Dated – August 1st, 2020

SOP Effective Date - August 15th, 2020



1.0 Introduction

The COVID-19 pandemic has thrown the sporting world into unprecedented turmoil, with sports events being cancelled and postponed all around the world and forcing most sports persons to temporarily stop training/participating and enter isolation mode.

Motorsport plays an important role in the Indian community and FMSCI is the governing body of the sport in the Country, recognised by the Government of India (GOI), Ministry of Youth Affairs and Sports (MYAS).

The FMSCI plays host to a vibrant, passionate and active Motorsport community and runs over 400 Motorsport events across the country in any given year with the active support of the event organiser's, sponsors, officials, the relevant departments (police for example) and last but not the least the Participants. A large part of these events are based in regional areas.

It is critical to this industry and the community more broadly that we develop a strategy to manage the resumption of motorsport in the most expeditious, responsible and risk averse manner possible in the post COVID-19 environment.

To underpin this strategy, The FMSCI has consulted broadly with a number of expert bodies and drawn upon published documentation from a variety of Agencies including;

- The Sports Authority of India (SAI) : Standard Operating Procedure (SOP) for getting SAI Training Centres and NCOEs ready after COVID-19 Lockdown
- The GOI and MYAS
- Federation Internationale de l'Automobile (FIA);
- Fédération Internationale de Motocyclisme (FIM);
- Various FMSCI senior officials and event organisers.

The FMSCI is aware that it must develop a strategy with appropriate safety measures that are in full compliance with the GOI, MYAS, State Governments and district requirements. It is acknowledged that, subject to ongoing restrictions, some motorsport disciplines by their nature, will suffer longer delays

than others.

It is further acknowledged that State and Central Government regulations across India will be relaxed at different times and this will inevitably mean that motorsport activity must recommence in each state in accordance with the relaxation of these regulations.

While needing to implement a strategy to resume Motorsport activity, it is important to note that:

- Motorsport activity is conducted outdoors and, in most cases, in locations with a large site area;
- Motorsport is a non-contact sport who are 'isolated' in a vehicle;
- There is no (or limited) sharing of equipment with minimal sharing of common facilities; and
- Events can be run without spectators

This presents opportunities for event organisers to implement practical strategies to segregate different groups of people in order to comply with ongoing mass gathering regulations. The FMSCI will work proactively with event organisers to assist in this area.

SAI has categorized sports depending on the nature of training and competition requirements and assigned baseline precautions to each category. Motor sport falls under category A (Non-contact sports). The following precautions shall be adhered to at all times without exception.

1.1 CATEGORY A: Non-contact sports

Description: Individual sports with no requirement for physical contact during training or competition and minimal requirement for sharing of equipment.

Examples: Tennis, Archery, Shooting, Cycling, Fencing, Athletics, Weightlifting, Lawn-Tennis, Badminton, Table-Tennis and Motor Sport.

- Precautions for event activity:** Full array of activities may be performed as individual or pair maintaining – distancing norms of 1.5 to 2 metres between competitors and event officials exiting facility as soon as the event is concluded.
- Precaution for equipment usage:** Personal equipment such as helmets, gloves, riding/driving suits, shoes etc. shall be used without sharing. In the dire need of sharing any of such personally used equipment; equipment shall be properly disinfected after every single use as per the standard procedure using disinfectant, wearing face masks, gloves and personal precautionary equipment etc. Sports specific safety equipment such as a helmet, eye protectors, Balaclavas etc. shall not be shared. Officials shall be appointed for proper disinfection of the equipment prior to continuous usage. Equipment which is bound to be shared and utilized continuously during an event must be used carefully without using such equipment to rub/ touch face, remove sweat, cover mouth while hyperventilating etc. Consistent hand sanitization is a must before, during and after every event.

2.0 Adherence to Protocol

2.1 Government Guidelines

- a. GOI, MYAS, SAI, State Government, district and Local Public Health Authority Guidelines must always be followed.
- b. FMSCI will recommend the use of the Government's **Aarogya Setu** App for all event attendees.
- c. Medical Questionnaire must be thoroughly filled and the name of the doctor and paramedics needs to be predefined. A telephonic Interview with the CMO may be conducted by Medical Commission of FMSCI to ensure and adhere to preparedness for both Injuries and infection control.

2.2 Good Hygiene

- d. Hand Sanitizers and Hygiene facilities or products must be available to all event attendees.
- e. Avoid sharing equipment, tools or apparel.
- f. Minimize shared food or group catering services.
- g. Appropriate Personal Protective Equipment (PPE) to be worn by rescue, recovery and medical personnel at the event.(Includes Gloves and Masks)
- h. Frequently touched surfaces, work areas and equipment are sanitized/cleaned thoroughly.

2.3 Social Distancing

- i. Maintain social distancing measures ,this means competitors and officials should come to an event prepared, maintain the prescribed Social Distancing norm and once their activities have finished, pack up and leave.
- j. Avoid the use air conditioned facilities where possible.
- k. No mass gatherings including drivers and officials' briefings, officials sign on gatherings, media conferences etc. Support the use of technology like Zoom or Microsoft Teams to replace these essential parts of the event.
- l. Limit the number of personnel attending an event to those who are essential. This includes placing restrictions on the number of officials, and support personnel that are granted access to the event, in accordance with Government regulations.
- m. Event organizers should put in place practical measures to enforce social distancing requirements, including the provision of signage and creating barriers and/or markings that restrict the amount of people in any given area. Physical Marking in Pit area and other zones on ground can likely be a good indicative strategy.
- n. Avoid unnecessary physical interaction between officials, competitors, media and other personnel. Wherever possible electronic and radio interaction should be used.
- o. Buildings such as Race Control should have signage that clearly indicates the maximum number of people allowed. Within each room appropriate spacing must comply with social distancing requirements. Signage to that effect must be displayed.
- p. Operational vehicles are to be limited to two occupants. Personnel should remain outside their vehicle until they are needed to respond to any incident.

2.4 Restriction

- 2.4.1 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 lack of sense of smell.

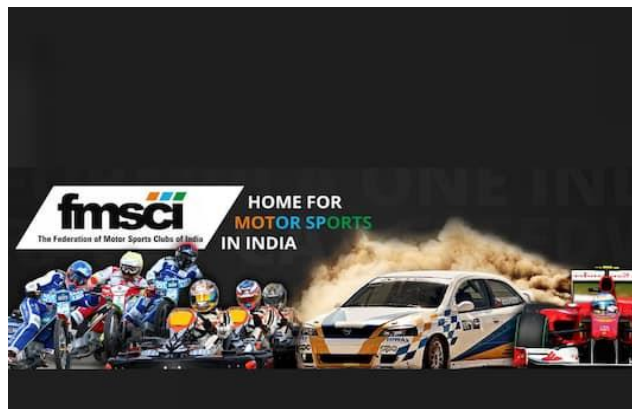
2.5 Monitoring

- 2.5.1 A COVID-19 officer will be appointed to each event by the Event Organiser whose objective will be to assist the organizers, participants and officials in adhering to the guidelines issued.
- 2.5.2 Every Person attending the event must follow basic hand hygiene, Thermal screening via infrared gun, SPO2 Monitoring should be more than 93% on pulse oximeter and Wear a mask.
- 2.5.3 In addition to encouraging each event attendee to download the **Aarogya Setu** App, each organiser is required to maintain a complete register of event attendees and their contact details. This register, preferably electronic, must be submitted to FMSCI upon request.

2.6 Education, Training and Resources

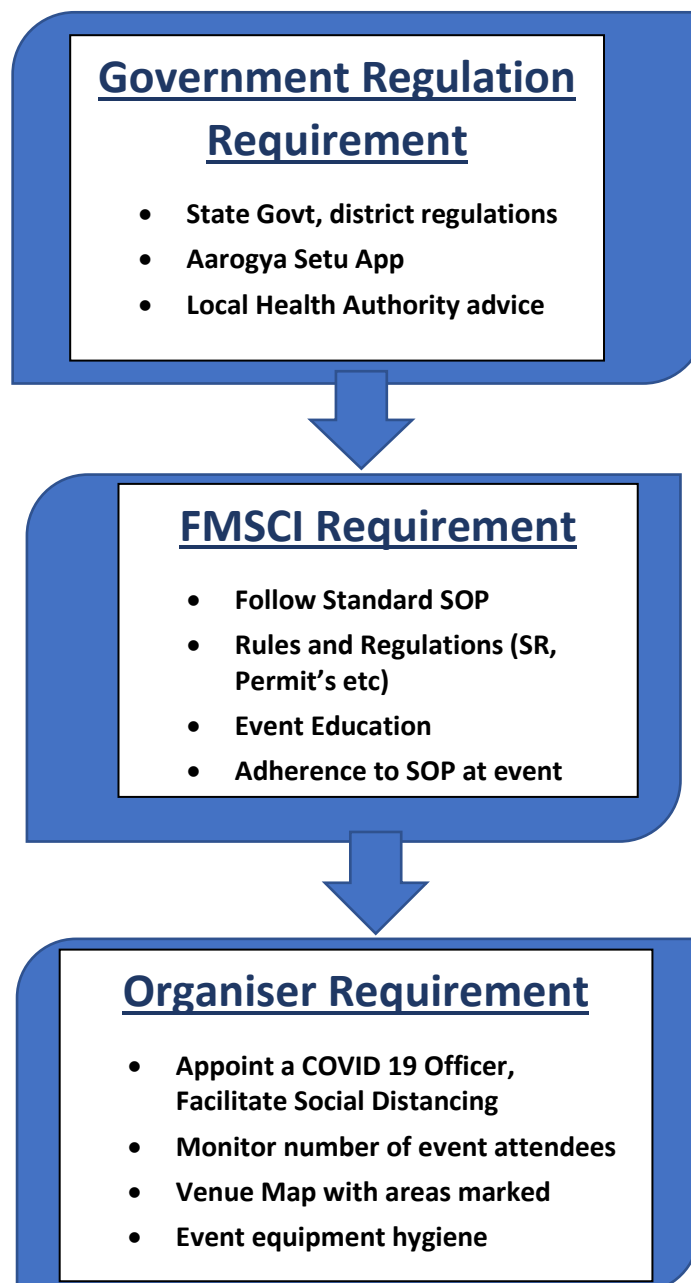
- 2.6.1 Event Organisers should utilize the material listed by FMSCI (available in the appendix of this document) to ensure that their event complies with Government and FMSCI requirements.
- 2.6.2 FMSCI will ensure that its officials are available to assist Event Organisers in the planning of their events.
- 2.6.3 For Big Events if the organizers wish, they can contact FMSCI officials for accurate and case to case base guidance.
- 2.6.4 FMSCI will also organize in future online Capacity Building Seminars for conducting the events.





3.0 Event Flow

The below chart is a representation of the Event flow from the perspective of the Organiser and the Organiser should follow the 3 step protocol listed below.



4.0 Resumption Road Map

FMSCI is committed to the safe and socially responsible resumption of motorsport in a COVID-19 environment, and as per the SAI category of sport, Motorsport clearly falls in Category A. Having reviewed the SAI SOP, Ministry of Health, GOI and other key stakeholders, FMSCI has developed this SOP as a resumption document for its various Motorsport disciplines to conform to the requirements set by the concerned authorities.

4.1 Measures to be implemented prior to resumption of operations

4.1.1 COVID Officer:

- Identify and assign a COVID Officer at each venue to guide and monitor all attendees at the venue. The Officer shall be appointed by the Organiser and will report to the COC and is responsible for overall implementation of protocols outlined in this SOP.

The responsibilities of the Officer would be including but not limited to–

- Supervision of security arrangements at the entry points
- Monitoring of entry into the venue
- Monitoring of group movements of all attendees
- Placement of notices/advisories intime
- Provision of information of Covid-19 helpline centers
- Follow-up of foreign attendees and their health & travel schedules
- Training of venue staff to follow the protocols
- Ensure each attendee provides a signed consent form declaring their consent and knowledge of all the limitations and risks associated under the current scenario. The precautionary measures and protocols mentioned in this SOP have been derived from study of best practices and inputs from experts but in no way could guarantee the complete elimination of risks posed by COVID-19 pandemic.
- Use of *Aarogya Setu* app shall be advisory for all attendees at the centre. The officer shall ensure a 100% coverage of *Aarogya Setu* among all.

4.1.2 Security procedures at entry gate

- ONLY ONE access point will be open for entry and exit to and from the venue respectively.
- Compulsory screening will be performed of all persons visiting the event venue. The security personnel manning the entry gate shall be trained to perform the thermal tests with relevant calibrations along with a normal thermometer as a backup and conduct screening based on any obvious symptoms.
- Provision of wash basin with soap solution or alcohol-based hand sanitizer shall be made at the entry point and all visitors shall wash their hands before entering the premise.
- Any person exhibiting any symptom attributed to COVID-19 will be immediately prevented from entering the event venue.
- All visitors or vehicles must have valid authorization issued by competent authority to enter the premise.

- Any person entering the venue must be wearing a mask covering their nose and mouth and should be worn during the entire duration of the event.

4.1.3 Sanitization at Venue

- Hand sanitizers shall be made available at the entrance and a notice shall be displayed with guidelines on proper sanitization process.
- Sanitizers shall be placed at entry points of rooms of officials , medical centre, dining hall/mess and other strategic points throughout the event venue.
- Every person within the event venue shall sanitize their hands regularly as per guidelines displayed on illustrative notices throughout the centre.
- Wherever possible, windows shall be kept open and operation of A/C avoided.
- Handshakes and other forms of greetings which need physical contact shall be avoided
- For all discussions, which demand physical presence, the concerned personnel will strictly adhere to the social distancing norm of minimum 1.5 to 2 metres(*"2Gaz ki doori"*) between each individual.

4.1.4 Sanitization and precautions at common places/utilities

- Sanitizers shall be placed at entry point of all common areas and facilities
- All doors/windows shall be kept open at all times during office hours to avoid operation of A/C and provide natural ventilation.
- All surfaces, which can potentially be touched by multiple individuals shall be sanitized at regular intervals during the day.
- Special attention shall be given to surfaces in wash rooms/toilets/showers by periodical cleaning, swabbing and disinfecting.
- Mandatory 1.5 to 2 metres (*"2 Gaz ki doori"*) distance between tables and between individuals in serving area shall be maintained in canteen, common areas or mess
- Socializing and group meals shall be avoided
- Cooking of common item by multiple individuals shall be avoided. The food handlers shall be allowed to prepare and handle food with bare hands only upon practicing proper hand washing procedures. If gloves are used, the gloves shall be changed frequently and hands shall be washed whenever gloves are removed.





5.0 Event Organizer Ready Reckoner

Event Element	Requirement	Mechanism(s)
Government requirements Ref: Public Gatherings	Organisers adhere to relevant State Government and District requirements	FMSCI official available to support event organisers and to provide advice and assistance
		FMSCI COVID-19 Toolkit and Resource Centre available as appendix in this document for competitors, officials, venues and event organizers
		Pre-event communication to competitors and officials, including entry, sign-on documentation and signage
Monitoring	Create a register of all event attendees and encourage all to download <i>Aarogya Setu</i> App	FMSCI will continuously promote the use of the Aarogya Setu App through all of its media channels
		Permits to be issued after SOP compliance plan in the event SR
		Submitted to FMSCI: via E-mail
Permit application	Submitted to FMSCI electronically	Where an event is likely to attract more than 20 people, event organisers will need to submit a COVID-19 venue plan in support of their permit application, outlining the maximum number of attendees able to be accommodated within the

		venue including all areas
Documentation and licence checking	No in-person licence check	Licenses to be checked prior to the event electronically using Organiser's event platform (E-mail, website etc)
Driver and Officials briefings	Gatherings of drivers or officials (or team personnel)	Briefings via public address system, with attendees adhering to social distancing requirements or via the use of technology (eg: Zoom, Microsoft Teams) Briefing documents circulated and acknowledged electronically.
Scrutineering	In-person scrutineering	Scrutineering should be done following social distancing norms.
		Vehicle damage reports submitted with post-event paperwork
Equipment deployment (Eg: Fire Extinguishers, tools, etc)	Hygiene protocols to be adopted	Equipment thoroughly sanitized prior to deployment
		Equipment deployed and operated by 1 person wherever possible
		Equipment not to be shared unless absolutely necessary, in which case appropriate hygiene measures are to be implemented
Paddock, Marshalling areas and Parc Ferme	Avoid gathering of personnel	Social distancing requirements to be adhered to by all event attendees(1.5m to be adopted)
		Competitors to remain in vehicles whenever possible
Command centre (indoors) including timing, Officials and Stewards	Social distancing measures to be implemented	Officials to maintain social distancing requirements (min 1.5m)
		Signage indicating maximum capacity of each room
		The requirement of 1 person per 4m ² must be adhered to
Medical requirements	Medical teams to wear PPE	The medical response protocol to be adhered to
Competitors	No Passengers allowed in Competition Vehicles	This will be the subject of additional risk mitigation strategies to protect the safety of drivers and co-drivers whilst social distancing restrictions remain in force.

Apparel	No sharing of driver or officials apparel	All participants to provide and wear their own event-specific protective apparel
Fire, Medical and Recovery Teams	Vehicles to contain a maximum of 2 people when in operation, utilizing PPE at all times	When not in operation, personnel to remain outside vehicles and maintain appropriate social distance
		Additional time to be factored in to event schedules to reduce time pressure on incident management teams
Team personnel	Absolute minimum personnel to attend per competition vehicle	The number of personnel allowed to be mentioned in the event SR
Marshals	Deploy minimum number of marshals.	Maximum 2 people per flag or marshal post, with social distancing measures in place(min1.5m)
		Utilize light systems where applicable to reduce marshal numbers.
Results	Communicated digitally	Posted online or emailed to competitors
Podium ceremonies	No in-person ceremonies can be conducted	Only photography with backdrop allowed following social distance norms.
Spectators	No spectators	Spectators not granted entry unless specifically approved by FMSCI
		Must be communicated clearly to competitors and via relevant media or organizer communications
Media and communications	Covid-19 SOP to be communicated broadly	COVID-19 specific signage clearly displayed in all relevant areas
		All entrants to acknowledge the policy
Media Centre and media attendance at event	To be minimized	Maintain the specified Physical Distancing norms both vertically and horizontally.
		Limit total number of photographers at photo points to ensure social distancing requirements can be met
		Apply standard Physical Distancing norms for a post-race media conference. If One on One, it needs to be done with a long pole just as how the TV Channels are doing it with

		everyone.
		Consider a 'media pool' to limit numbers (eg.one event photographer to supply photos for all media to use)
Food and catering	To be minimized	Any fixed food or catering outlets must operate according to government guidelines on social distancing, hygiene and maximum number of services allowed in an area. Layout to be provided.
Support contractors	To be minimized to essential providers and to adhere to guidelines.	Event Organiser to work with contractors to ensure essential people only attend events
Judicial, Protests and Stewards hearings	In-person Stewards hearings at events	Fee needs to be paid as per normal timelines.
		Hearings can be held by the stewards along with the participant & team manager by following the physical social distance norms.
Post event documentation	Register of all attendees to be collated and retained by organiser	Submitted to FMSCI

References –

The SOP has been created through research of available public domain information and expert consultation. A concerted effort has been made to ensure all measures and protocols mentioned in the SOP are derived from credible sources.

The following is a list of references used for creating the SOP –

1. The Australian Institute of Sport (AIS) Framework for Rebooting Sport in a Covid-19 Environment, May 2020
2. Ministry of Home Affairs (MHA) website
3. Guidelines for Quarantine Facilities, MoHFW
4. Getting your workplace ready for COVID-19, World Health Organisation
5. Study on Resumption of Sport in India – COVID-19 Scenario, IOA
6. FIA Return to Motorsport Guidelines Covid 19
7. Motorsport Australia – Return to Race, Australia’s strategy for the resumption of Motorsport activity in a COVID – 19 environment
8. Standard Operating Procedure (SOP) for getting SAI Training Centres and NCOEs ready after COVID-19 Lockdown – Sports Authority of India

THE COVID -19 PANDEMIC IS A RACE WHICH ULTIMATELY HUMAN RACE HAS TO WIN, BUT MAKING SURE THAT THE VIRUS DOESN’T OVERTAKE US BY ITS SPEED OF TRANSMISSION, LETS PUTS A BRAKE ON CORONAVIRUS SPREAD BY BREAKING THE CHAIN AND ADHERING TO PHYSICAL DISTANCING - PERSONAL PROTECTIVE BEHAVIOURS.

ITS OUR RESPONSIBILITY TO BE SAFE, IF WE GET INFECTED OR AFFECTED ITS OUR LOSS, WE AS AN INDIVIDUAL OR AS MOTORSPORTS FRATERNITY SHOULD DO OUR BEST IN COMBATTING THE COVID-19.

THE AIM OF A RACE IS TO WIN , THE AIM OF THE LIFE IS TO SURVIVE AND EMERGE AS A CHAMPION.

DO NOT SPREAD OR BE A PART OF THOSE SPREADING RUMORS AND FAKE NEWS, IF SOMEONE IS AFFECTED BY COVID -19 DO NOT STIGMATIZE OR DISCRIMINATE, SHOW COMPASSION AND RESPECT TOWARDS THOSE FIGHTING ON FRONTLINES EVERYDAY IN THIS WAR AGAINST COVID -19

F - Follow Personal Protective Behavior wearing mask and practicing hand hygiene

M – Maintain Social and Physical Distancing

S - Stay Home and Isolated if you are not well, Seek medical advise

C – Cover your Mouth and Nose while sneezing or Coughing

I - Install “Aarogya Setu” app for your and everyone’s safety

ANNEXURES



Keep **AAROGYA Setu** active at events

FMSCI recommends downloading the Aarogya Setu app and activating it at events.

Keep yourself and your community safe by helping our health workers to notify you quickly if you've come in contact with someone who has Coronavirus

www.fmsci.co.in





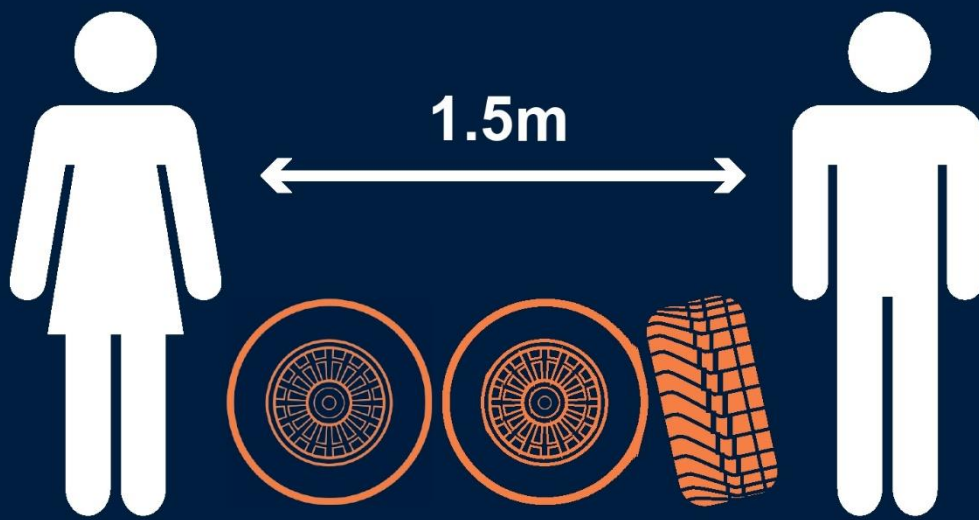
practice proper handling

Wash your hands thoroughly with soap and water for at least 20 seconds to prevent passing on germs. Dry your hands.

Use sanitizer regularly, particularly before and after handling equipment, vehicles or apparel.

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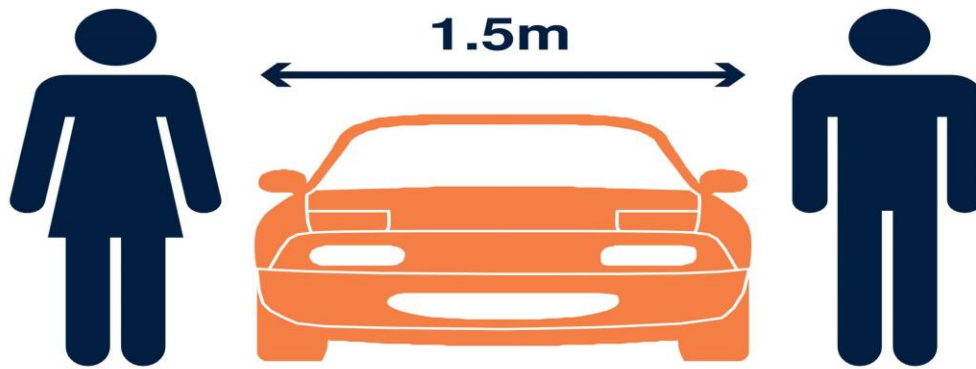
stay apart to stay together

Wherever possible stay 1.5 metres apart. Help stop the spread of coronavirus by keeping your distance.

Remember, don't shake hands or exchange physical greetings, and practice good hand hygiene.

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Medical area only

This area is restricted to medical personnel only.
To reduce the risk of the spread of Coronavirus, no
unauthorized access is allowed.

Any medical queries can be made to the below contact.

Medical Contact

Name:

Phone:

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report if unwell

Know the symptoms of Coronavirus and report to the Event COVID-19 Checker if you or anyone else is feeling unwell or showing any of the symptoms illustrated below.



fever



cough



sore throat



shortness of breath

Your COVID-19 Checker

Name:

Phone:

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