



COVID-19 EMERGENCY

GUIDELINES ON THE MEASURES AND REGULATIONS TO PREVENT

THE SPREAD OF COVID-19

Ivrea Canoe Stadium, April 3rd - 4th 2021





ICF CANOE SLALOM

INTERNATIONAL RACE

IVREA 2021

Ivrea - Canoe Stadium
April 3rd - 4th 2021

	<p style="text-align: center;">COVID-19 EMERGENCY</p> <p style="text-align: center;">GUIDELINES ON THE MEASURES AND REGULATIONS TO PREVENT THE SPREAD OF COVID-19</p> <p style="text-align: center;">Ivrea Canoe Stadium, April 3rd - 4th 2021</p>	
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FOREWORD

F.I.C.K (Italian Canoe Federation) and ICF (International Canoe Federation) appointed Ivrea Canoa Club Asd as the organizer of an **International ICF Slalom Race (level 4)** on April 2nd and 4th, 2021 for the Junior and Senior categories.

The event will take place at **the Canoe Stadium in Ivrea, on the Dora Baltea river**, inside an enclosed area including the race canal, the Race Office and other facilities required for the organization of the event and the welcoming of the athletes, of their teams and of the volunteers that will serve in the organization.

This sporting event will be conducted in accordance with the laws and guidelines, and in full compliance with the current guidelines issued by the Federazione Italiana Canoa Kayak.

1. COVID MANAGER

Mr. **Mario Di Stazio**, President of Ivrea Canoa Club, is the Covid Manager of the event.

The role of the Covid Manager is to coordinate and enforce the fulfillment of the present guidelines and of the specific guidelines for the sporting area that hosts the race.

Covid Manager's functions include:

- Monitor temperature check;
- Enforce the proper use of PPE;
- Oversee the access to the sporting area;
- Oversee the collection of self declaration forms by all participants, including volunteers and staff;
- Check that cleaning and sanification are being conducted properly;
- Monitor social distancing in the whole area;
- Oversee the procedures to handle individuals showing symptoms.

The Chief Official has been appointed by the FICK as the race director, and will cooperate with the Covid Manager.

2. INFORMATION TO PARTICIPANTS



The Race Schedule, the Team Leader's Agenda, the present guidelines and related documents can be accessed on the website www.ivreacanoaclub.info or on the Social Media accounts of the Organizing Committee www.facebook.com/IvreaCanoaClub/ where further clarification will be uploaded as needed.

Updates may be shared via email sent to all the Participants and to the participating national teams.

Information panels and direction signs will be placed in the race area.

Information to the participants will address the following points:

- a. if you have fever (higher than 37,5°C) or if you show any symptom of flu, you are required to stay at home and to contact your physician;
- b. if you showed symptoms related to Covid19 in the last 14 days, you are not allowed to enter the race area;
- c. if you came in contact with people who eventually tested positive to Covid19, you are not allowed to enter the race area;
- d. you are requested to sanitize your hands often, and to spray sanitizer after touching any surface;
- e. keep 1 meter distance from others in the whole area;
- f. you are required to always carry with you a personal mask, and to wear it any time you can't keep 1 meter distance from others;
- g. avoid hugs and shaking hands;
- h. you are required to always carry with you a personal mask, and to wear it inside buildings and, in the restrooms;
- i. you are required to enter the restrooms one at a time;
- j. protocol to enter the area; directions and map - **Attachment A**.

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3. GENERAL MEASURES

The following measures will apply to the days of April 2 (enrollment and official training), 3 and 4 (race days):



- **The Canoe Stadium is a restricted-access area, and public is not allowed.** Access is granted to FICK-licensed athletes (licenses will be checked), to athletes licensed with foreign Canoe Federations and to the event staff such as time keepers, jury, volunteers, medical staff, security, catering staff.
After clearing the Covid check-in, you will be given a bracelet that you are required to wear throughout the whole stay in the restricted-access areas. Authorized staff will perform random controls to verify that only authorized people are in the area.
- The Covid Manager can rightfully expel from the event area anyone who doesn't comply in full with the guidelines and the prescriptions here stated.
- **No showers nor locker rooms are available in the event area.** Teams can set up tents in the dedicated areas to allow athletes to change clothes.
- **3 men's toilets and 1 women's toilet are available in the area (see map for details);** they will be sanitized during the day. Only 4 people at a time can access the restrooms, wearing a mask and after sanitizing their hands.
- **All participants are required to always carry along a personal mask, and to wear it any time they can't keep 1 meter distance from others;**
- Pathways are marked by signs or lines on the ground, to avoid crossing with other people and to avoid gatherings **(see map for details);**
- Crew. The maximum number of people in the athlete's crew (coach, etc) who can enter the area is 2 every 6 athletes, and 2 for teams with less than 6 athletes.
- Team Leader. Every team is required to appoint a team leader who's in charge of enforcing the respect of the guidelines and of the safety instructions of the event by all the athletes and the team crew. The Team Leader is also responsible of the prevention outside the race area: he/she will make sure team members keep social distancing and follow hygienic prescriptions, he/she will check the temperature of each team member before the departure and each day before going to the race area; he/she will put in isolation athletes showing symptoms.

The event area is divided as follows (see map for details):

- **Parking and pathways**
- **Covid check-in office**
- **Ufficio check-in Covid**
- **Race and registration office**
- **Judges office and boat check area**
- **Race area**
- **Gate judges positions**
- **OPSA CRI lifeguard positions**
- **Start, finish, and return pathway**
- **Award ceremony area**

Some of the areas will be kept by personnel in charge of controls, wearing specific uniforms or ID.

Most of the logistical structures will be positioned outside, in tents. The race office and the registration office will be positioned in the Dora Baltea room, approx. 90sq mt to ensure social distancing and with good ventilation. Only one person at a time can enter the offices, wearing the mask and after sanitizing his/her hands.

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4. REGISTRATION AND TRAVEL

In the registration process, participating countries or teams are required to:

- Declare that participants did not test positive to COVID-19 or (if previously tested positive) that they have strictly complied with the health protocols laid down by the ruling authorities and have since observed a 14-day period of isolation; declare that participants didn't show symptoms in the last 14 days;
- Submit a list of their vehicles (cars and trailers);
- Detail the number and space required (sq. mt.) of their tents;
- List the number of accompanying staff (with FICK license, or licensed by a National Team);
- Send their contact info, including email address and mobile phone number to be included in a WhatsApp group for urgent messages.

The above listed documents and information shall be submitted to the organizing Club as soon as possible, and in any case no later than March 31, 2021.

Registration fee: participating teams and countries will pay the indicated amount via wire transfer (CREDITO VALTELLINESE account under the name of: IVREA CANOA CLUB - Ivrea – IBAN code: IT9620521630546000009963976 – BIC/SWIFT: BPCVIT2S) and they will present a copy of the payment receipt while enrolling the team.

As an exception, those who can't order a wire transfer, can pay at the race offices via debit or credit card. Cash payments will not be accepted.

We inform you that, shall the organizing club require a deposit to get the race bibs, cash will be handed in an envelope with the name of the team or country.

Before leaving from their headquarters, clubs and foreign national teams enrolled in the races are required to test the body temperature of athletes and crew, or get a written and signed declaration that they already tested the temperature at home. Individual with body temperature higher than 37,5°C cannot depart towards the race.

We remind you that during the trip:

- You should only use 50% of the available seats in each vehicle, to maintain social distancing;
- You should wear masks throughout the entire trip, and ventilate the vehicle on a regular basis.

5. ENTRANCE TO THE SPORT FACILITIES

Body temperature testing



Body temperature will be tested to all participants, support staff, organization staff and anyone entering the event area, at each entrance (see spots described on the map, letter D).

Anyone with body temperature higher than 37,5° C will not be granted access, and he/she will have to consult their physician.

Personnel in charge of body temperature test will be equipped with the appropriate PPE (FFP2 mask, visor, gloves, disposable coveralls).

The declaration as per attachment 1 will have to be signed and submitted by anyone entering the event area for any reason, on April 2nd, or in any case the first day they enter the restricted-access area.



The Organizing Committee will keep the forms for 14 days after the event.

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6. LOGISTICAL AREA

Map legend:

- Access to the parking lots reserved for participants will be through via **Via Dora Baltea, Accesso 1** and **Accesso 2**. Pedestrians will use the same entrance points. Pedestrian access through **points marked with letter F is forbidden**;
- **Parking spots marked with letter A** are reserved to teams. According to the information received from teams on the enrollment forms, the Organizing Committee will assign spots for cars, trailers and tents, ensuring 2m distance between the spots. Parking spots marked with letter B are reserved to volunteers of the Organizing Committee. Athletes are required to remain close to team vehicles to change, and to always wear the mask and keep 1m social distancing. Unauthorized people cannot enter the parking area. Teams are invited to bring along a tent, to be set up next to the trailer, to be used by athletes as a locker room. Teams are required to inform the Organizing Committee about the number and size of the tents.
- Anyone entering the restricted-access area will go through the body temperature test at spots marked with letter D.
- After passing the body temperature test (<37,5° C), every person accessing the area will proceed to the "**Check-in Covid**" office, marked on the map by **letter E**, to submit the self declaration form (only the first time entering the area) and to receive their daily wristband that allows circulation in the restricted-access areas. At the "**Check-in Covid**" office you can get information about the rules and behavior required in the restricted-access area, due to the COVID pandemic.
- Restrooms for athletes are inside the logistical area and are marked by letter C. There are 3 men's toilets and 1 women's toilet.
- The race office is located in the rooms marked by **letter G** (Sala Dora Baltea - 90 sq mt). In these offices a limited number of staff works on race results, enrollment process, race bibs give-out and return, and delivering information about the race. In case of bad weather other activities may take place in the same rooms, in strict observance of the anti-COVID sanitary protocol.
- Access to the left side of the race canal, through the pedestrian bridge (letter H) on April 3rd and 4th will be limited to authorized people: judges, lifeguards, volunteers in charge of the race area, media crew.
- On April 2nd 2021, the day reserved to official training sessions, sticking to the schedule that will be communicated, athletes and their coaches can access the left side of the canal only during the training runs of their team. Athletes and their coaches are required to keep 1m social distances while standing on the embankment, or wear the mask when it's not possible to keep 1m social distancing.
- On April 3rd and 4th 2021, athletes won't be allowed to walk up the embankment on the left side of the river, but they will have to disembark at the spot marked on the map by letter I, and walk up the right side of the river, within the marked area.
- On Friday, April 2nd 2021, in the time frames that will be communicated, boats and equipment can be pre-checked in the area marked by letter L (weight, width, length, and conformity of helmets and life jackets). During or after the runs, checks will be performed following the requests of the judges.
- A tent marked by letter M will be available to Race judges to hold meetings and collect protest forms. If requested, protest fees to double check the video registration of the race (50€) will be collected in cash, inside an envelope.
- The exact position of gate judges and lifeguards on the map are indicative, and will be finalized after the race course is defined.
- The warm-up area and start area on April 3rd and 4th 2021 can be accessed only through the spot marked by letter N. Here, a judge in charge of controls will enforce the compliance with sanitary protocols.
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7. RACE MANAGEMENT

Registration

- A representative of each club or national team will access the Dora Baltea room for the registration, following the safety guidelines above mentioned. We remind you that access to the Dora Baltea room is limited to one person per team, and that wearing the mask is compulsory.
- Race bibs will be given inside a sealed bag (the Organization staff will prepare the kits wearing gloves and mask, and race bibs will be sanitized). The team representatives will be asked to check that all bibs are there, before returning them inside a box provided by the organization.
- Start list and race results will be available on the Italian Timekeepers Association (URL will be communicated). A limited number of prints will be available to judges and time keepers. The detail of penalties will be visible, according to the rules, on the main board.

Team Leader Meeting

- The event schedule, with updated organization details will be emailed to all participating club teams or national teams. The official Tour Leader meeting will be held, in a suitable space and possibly outside, only if it's necessary to deliver further pieces of information.
- There will be a specific meeting to describe the anti-COVID19 guidelines and the behavior that everyone is asked to keep throughout the whole event.

Race

- On official training days and on race days, athletes walking towards the embarking spot or back from the disembarking spot, are required to keep 1m social distancing while standing on the embankment, or wear the mask when it's not possible to keep 1m social distancing.

Start and finish areas

- Judges will be wearing a mask and will check boats and equipment without touching them, or using gloves and sanitizing gel before and after the check.
- Timekeepers will be wearing a mask and will sanitize their hands and the devices before and after the use.

8. AWARD CEREMONY



The award ceremonies will be held in the area marked on the map by letter P.

The following measures will be followed for the award ceremony:

- The podium area is reserved to athletes that are being awarded and one supporting staff, wearing the mask.
- Keep 1m social distancing.
- The prizes presentations will be held after each race, divided by categories.
- Athletes will pick up the medal from a tray, handed by an assistant wearing a mask.
- Hand-shaking and hugs are forbidden.

9. WATER RESCUE

There will be at least two kayakers dedicated to the rescue, in the finish area, while the Italian Red Cross will provide lifeguards along the race course. The rescuing procedure will consist in the first attempt throwing the rope, followed by a second attempt with the rope and floater and lastly by lifeguards jumping in the water. In this case the athlete will be handed to lifeguards on the embankment, wearing PPE, that will record the athlete's bib number.

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Each rescue will be tracked along with the athlete's bib number and the lifeguards involved: records will be kept along with the self declaration forms.

Depending on the athlete's conditions, lifeguards will decide if and when he/she will have to wear the mask.

10. CLEANINGS AND SANITIZING

Considering that cleaning and sanitizing the inside spaces are key actions that, along with social distancing, can prevent the spread of the virus, the Organizing Committee will ensure that all of the rooms will be cleaned and sanitized on a regular basis, with specific disinfectants, authorized by the Ministero della Salute.

Therefore:

- a) Sporting equipment: boats and related equipment must be sanitized before leaving from the club. If any of the equipment is shared during the race, it must be sanitized after each use, by the club or national team.
- b) Shared rooms, doors, restrooms: the Organizing Committee will focus specifically on cleaning the shared rooms (restrooms, finish area if they are inside, etc.) and the structures (doors, rails, windows, handles, benches, water sinks, chairs, etc.) where contact is more frequent. All participants will be informed on the importance to comply with the guidelines to keep such areas clean.

In the event of a reported COVID19 case that had gone through the sports area buildings, a professional sanitizing will be performed by a specialized company, according to the guidelines by

Ministero della Salute n. 5443 del 27 febbraio 2020, cited on the shared Protocol dating March 14th 2020.

11. PERSONAL PROTECTIVE EQUIPMENT

A. Mascherine

Staff in charge of the cleanings, as well as staff in charge of body temperature testing (and lifeguards, shall they get in touch with the athlete) will use a CE-approved FFP2 mask.

Athletes, staff and Organization should use masks according to regulations.



Keep social distancing whenever possible, including inside vehicles.

12. HANDLING SUBJECTS WITH SYMPTOMS

The COVID Manager will decide on a room (see letter O on the map) dedicated to host those that will show COVID-19 related symptoms during the event, and will perform the procedures to ensure a quick arrival of the medical personnel and the observation of the following guidelines:

- a) the person showing fever will have to keep social distancing and alert the Organization staff, that will escort him/her to the medical room, providing him/her with a mask.
- b) If symptoms allow, the person will be invited to go back home and contact his/her physician.
- c) If symptoms don't allow traveling, the organization will call the 112 emergency number.

After taking care of the person, in case of a positive COVID-19 report, the sports facilities will be closed, to be properly sanitized before reopening.

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ATTACHMENT 1 – SELF-DECLARATION FORM FOR ADULTS

I undersigned _____ born in _____
 On _____ Resident in (city/country) _____
 address _____
 e-mail _____ phone _____

DECLARE

- that I didn't test positive to COVID-19 or (if previously tested positive) that I have strictly complied with the health protocols laid down by the ruling authorities and have since observed a 14-day period of isolation;
- that in the last 14 days I didn't show symptoms related to COVID-19 such as body temperature $>37,5^{\circ}\text{C}$, Fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea;
-
- that in the last 14 days I didn't come in close contact with people who tested positive to Covid19 (family members, colleagues, etc.)

(date and signature)

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ATTACHMENT 1a – SELF-DECLARATION FORM FOR MINORS

I undersigned _____, parent/legal guardian of
 _____ born in _____
 On _____ Resident in (city/country) _____
 address _____
 e-mail _____ phone _____

DECLARE THAT MY SON/DAUGHTER

- didn't test positive to COVID-19 or (if previously tested positive) that he/she has strictly complied with the health protocols laid down by the ruling authorities and has since observed a 14-day period of isolation;
- that in the last 14 days he/she didn't show symptoms related to COVID-19 such as body temperature $>37,5^{\circ}\text{C}$, Fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea;
- that in the last 14 days he/she didn't came in close contact with people who tested positive to Covid19 (family members, colleagues, etc.).

(date and signature)

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ATTACHMENT 2 – REGISTRATION FORM

Declaration to be mailed to Ivreacanoaclub@ivreacanoclub.info as soon as possible, and in any case no later than March 31st, 2021. In case any change occurs in the provided information, please inform the Covid Manager upon enrollment.

I undersigned _____ born in _____

On _____ Resident in (city/country) _____

address _____

e-mail _____ phone _____

president/coac/trainer/staff of (club or national team)

DECLARES THAT

The vehicles (cars and trailers) that our team will bring along are:

Model _____ license plate n° _____

Model _____ license plate n° _____



Model _____ license plate n° _____

Model _____ license plate n° _____

Our team will bring along _____ tents (write the number of tents) covering a total of _____ square meters.

Athletes (total number) _____ names and last names:

1.		2.	
3.		4.	
5.		6.	
7.		8.	
9.		10.	
11.		12.	
13.		14.	
15.		16.	
17.		18.	
19.		20.	

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The Team Leader in charge of the trip is _____

And the registered team staff are (total number) _____; name and last name:

1.		6.	
2.		7.	
3.		8.	
4.		9.	
5.		10.	

Place and date _____

Signature _____

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privacy information

According to the Ue resolution n. 679/2016 (cd GDPR), we provide information about the handling of personal data of participants that access kayak/canoe events during the COVID-19 pandemic.

Owner of the data handling process is Mr _____ adress for this role _____.

Data protection officer is Mr _____ adress for this role _____.

Controller and categories of processed data.

Within the scope and the limits of the present paper, processed data are:

- a) body temperature data;
- b) information concerning close contacts at high risk of coming in touch with suspect or reported COVID-19 cases in the last 14 days;
- c) information about the area of departure, in the last 14 days, within areas at risk according to OMS guidelines.

Personal data that will be processed are related to:

- a) people enrolled in the club or national team _____, registered with FICK. With respect to those people, this information paper completes the personal data handling information paper provided upon registering with FICK through the club or national team.
- b) non-enrolled people that are authorized by the President of the club or national team to accompany the athletes on the race area, limited to the areas assigned to the club or national team (parking spots, boats storage)

Aims and purposes of data processing

Personal data will be processed solely to prevent the spread of COVID-19, according to the guidelines art. 1, n. 7, lett. d) DPCM 11 March 2020.

The related laws concern, therefore, the implementation of the safety protocols to prevent the spread of COVID-19, according to art. 1, n. 7, lett. d) DPCM 11 March 2020 as well as art. 6, par. 1 lett. d) and e) GDPR; art. 9, par. 1 lett. b) and i) del GDPR;

Providing personal data

The use of the personal data detailed here below is inherent in the nature of the sports Event, in its organizational needs, and in the offer of services to the participants such as accessing the race area, and areas belonging to or managed by the Organizing Club.

In absence of such data, entry to the restricted access area will be forbidden.

Modalità, ambito e durata del trattamento

The Organizer uses and processes the data, also through his/her technical and service partners _____ and the companies linked to them that operate according to specific instructions about the aim and the scope of data processing.

For what concerns body temperature testing, the _____ does not track data.

The identification of the participant and the record of body temperature higher than threshold may happen only in if recording the denied access is required. In such case, the participant will be promptly informed.

Personal data will not be shared nor communicated to third parties, unless required by law (e.g. in case the Health authorities need to track the close contact of the reported COVID-19 case)

Personal data will be kept for the above-mentioned time required to perform the COVID-19 protocols, and will be kept no longer than the end of the emergency, according to the ruling laws.

Diritti degli interessati

The data subject can at any time exercise his/her data protection rights pursuant to articles 15-22 of the GDPR 2016/679. These rights include: access (the data subject can obtain information relating to the treatment of his/her data and a copy of such data), rectification (the data subject can request rectification of his/her data when such data is inaccurate or incomplete), erasure (the data subject can request the erasure of his/her data by withdrawing his/her consent and if there is no other legal ground for the processing).

Such requests shall be addressed to _____, in the name of Mr. _____ adress for this role _____.

Pursuant to existing law the data subject may also submit a complaint to the Data Protection Authority Piazza Venezia, 11 - 00187 - Roma.

Place and date

Signature

For minors

Name of the minor _____

Name of the parent or legal guardian _____

Signature of the parent or legal guardian