

SCCA-CPR COVID-19 Operations Guide

Rev1.0 – 5/20/2020 – DRAFT JAM

Rev1.2 – 5/20/2020 - DRAFT CLM

Rev1.3 - 5/21/2020 -DRAFT JEB

Rev1.4 – 5/22/20 – FINAL CLM

Operations Guide Purpose

The following guidelines will help guide the Central PA Region SCCA (SCCA-CPR) and its' competitors in event operation once Centre County is placed in the "Green Phase" for autocross. As a participant in SCCA-CPR events, you are required to comply with our event and site policies as well as CDC, state, and local policies. This COVID-19 risk management plan is a new policy and procedure which, with your help, we will implement in order to help mitigate the risk of COVID-19 transmission between persons while participating in events.

The guidelines laid out in this plan are a condition of participation in SCCA-CPR Autocross events. Event/Solo Chair and Chief Registrar reserve the right to take all measures necessary, including the right to ask a non-compliant individual to leave, in order to ensure the successful and compliant running of SCCA-CPR events.

SCCA-CPR requests that all event attendees conduct a simple appraisal of their health the night before, and morning of, events prior to heading to the site. This check should consist of the following:

- Comparison of your present condition against the CDC's documented COVID-19 symptom set: <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>
- Conduct a temperature self-check prior to heading to the event site. **Do not come to the event if you have a fever of 100.4 degrees or higher and/or do not feel well.**

Additional Information from the SCCA

The SCCA has provided operations teams with detailed guidance, some of which goes beyond the details provided in this policy. Please take some time to review this information via the following web address - <https://www.scca.com/pages/solo-1588021531-21>

Cancellations and Refunds

If you are not feeling well, and your self-monitored temperature is 100.4 degrees or higher please, stay home. E-mail our Chief of Registration (assistantre@scca-cpr.com) stating that you will not be at the event due to COVID-19 symptoms. We will then to refund your entry fee within the following few days.

Registration

We strongly urge that you register and pay for events online via MotorsportsReg. Many of you already do this and should continue to do so. We will still accept walk-ups, but we highly encourage ONLINE registration and payment. Do this before coming to event, especially for Mid-State as there is NO INTERNET SERVICE.

Event Set Up / Tear Down

We will make all efforts to minimize the number of setup persons to the lowest level practical to set up a safe event.

Social distancing, including cone drops, will be followed at all times during setup operations. Individuals working in the truck during setup are encouraged to wear facial coverings.

Worker stations will be asked to stack cones as they usually would at the end of the event, but on an individual basis only.

Tech Inspection

We are going to follow the SCCA's recommendation of self-tech for your own car under the supervision of a tech worker (from six or more feet away):

- Drivers to remain in cars while waiting for Tech.
- Driver will follow the Tech's instruction to perform normal tech functions and verify equipment functionality.
- Tech workers should wear nitrile gloves to avoid cross-contamination of touching car-related surfaces. (Nitrile is preferred to latex due to possible allergic complications.)

Please be patient as we work through this new way of doing tech and remember, our Tech people are always friendly and will guide you through the process. For helmets, you will need to show the tech person the appropriate Snell sticker (or SCCA-CPR Tech Sticker). We suggest you find this ahead of time. If it isn't directly visible on the inside of the helmet, it's most likely under a flap of fabric. If you want to read up on what is covered in tech, here is an article from the SCCA:

<https://www.scca.com/articles/1997602-solo-tech-101-before-you-show-up>

Waivers

We strongly suggest everyone to look into getting an Annual Waiver. You may download and print out a copy here: <http://www.scca.com/downloads/14418-scca-adult-annual-waiver-1306-01-16>

There are two options for the Annual Waiver:

1. Have it notarized prior to the event.
2. Fill it out and sign it at the event with an event official present. **Do not fill it out at home and bring it to the event.** We need to see you sign it!

We will also encourage everyone to bring their own pen to events to sign the waivers. We will provide you with a clean pen however if you happen to forget one.

Loaner Helmets

Loaner Helmets are for DRIVERS ONLY, supplies and sizes are VERY LIMITED. You (the driver) will keep the helmet for your entire heat. Once the heat is over you will return the Helmet to the “dirty” pile for disinfecting. Once the Helmet has been disinfected, it will then be placed in the clean pile for the next heat. When taking a helmet, you MUST give your name to the person in charge of Helmet Care.

SCCA-CPR will take precautions to sanitize loaner helmets but cannot guarantee their condition. Using a loaner helmet opens you up to potential risk of Covid-19. If you feel any trepidation about using a loaner helmet then you should bring your own

You can find SCCA-legal Snell helmets for very reasonable prices. We HIGHLY encourage everyone to purchase and bring their own helmet. SCCA requirements may be found here: https://cdn.connectsites.net/user_files/scca/downloads/000/011/658/2016_Solo_helmet_cert_decals_2.pdf?1450109868

Driver's Meetings

We have put together an online virtual driver meeting for your review before the event: <https://scca-cpr.com/site/drivers-meeting-and-event-procedures/>. We require that each attendee watch the video before the event. We will still have an abbreviated on-site driver's meeting however, we will require that drivers, ESPECIALLY NOVICES, watch the full-length video. We will make an effort to have the video available on-site however, this may not always be possible. If you have internet connection, you may watch it at any time before the event begins.

Work / Heat Assignments

Work assignments will be assigned at the registration table. A worker slip will be handed to you for your heat/work assignment. WE WILL NOT BE DOING SPLIT FORMAT TO HELP CUT DOWN ON SANITATION TIME. IF YOU RUN IN THE MORNING YOU ARE STILL REQUIRED TO STAY IN THE AFTERNOON FOR YOUR WORK ASSIGNMENT. We expect you to be at your assignment during your heat. The Chief of Workers will perform Radio checks at which time Radio/Corner captains will confirm workers at their station number (the yellow sign where your flag, radio, and spare cones are at). Radio/Corner captains are expected to ensure workers maintain 6 feet physical distancing.

Worker changeovers will happen after the heat is over. When the heat is over all radios must be placed in the plastic container at each worker station for disinfecting. Radios, Flags, etc. will be disinfected during the mid-day break. Workers traveling to/from workstations and passing one another will be encouraged to wear a facial covering while traveling to/from their assignment.

Grid Spots

Grid will be broken up into a two-driver car section and a single-driver car section. Drivers of single driver cars are required to remain in the area immediately around their vehicle for the entire duration of their run group unless a maintenance/ mechanical concerns, tire pressure checks and/or notification of event chairs / grid workers is necessary for safety reasons. We ask that everyone use common sense in maintaining 6 feet from one another. If you are outside your vehicle in grid conducting any activity other than maintenance/prep vehicle checks, you must wear a facial covering.

Grid workers shall remain at least 6 feet from all vehicles and drivers, and drivers requiring the assistance of the grid worker are asked to remain 6 feet from grid workers whenever possible.

Individuals sharing a household will not be asked to socially distance if they are codriving.

Timing and Truck Work

No more than two individuals shall be permitted to work inside the timing van at any time. Event participants are NOT permitted to enter the truck for any reason, at any time, during events. Participants requiring assistance from someone in the truck should find a grid worker, safety steward, or event chair to call to the truck via radio. Workers in the truck are instructed to ignore any event participant approaching or attempting to enter the truck during a run group. Workers inside the truck are highly encouraged to wear compliant face coverings at all times while working inside the truck. Workers shall provide their own face coverings to be considered eligible to work inside the truck.

Due to allergen concerns, the timing truck is a no hand sanitizer zone. No participants may bring hand sanitizer inside the timing area.

Results

There will be no physical results sheets generated or posted at any event during the 2020 season. Everyone has access to live timing via their phones and we ask that individuals make a conscious effort to avoid congregating. We will do our best to have live timing up and running, as we know this is only available on-site due to internet limitations event results will be posted, as always, within a few hours of the event on our website at: www.scca-cpr.com

The timing van is off limits to competitors. Do not go up to the van and ask for your time. Please utilize the on-site WiFi to view live timing.

Passengers and Non-Participants

Ride-along drives in single driver cars for non-novice instruction and/or two driver/codriver are suspended until further notice.

We apologize for this inconvenience, but it is simply not possible to assure social distancing if we allow ride-along. We also encourage ONLY competitors / workers to come to events to help ensure we keep attendees to a lower number, this helps with state compliance, whatever it may be at the time.

Novice Course Walks

Novice course walk should be conducted in such a way to utilize physical distancing. It will be important for Novices to speak with our Chief of Novices so that they can participate in one of his course walks. We understand that this may introduce a steeper learning curve for first time participants and will make all efforts to have instructors available for coaching based on observations however, large groups course walking will not be permitted until further notice. Unfortunately, we have to keep the number limited when it comes to Novice group course walk.

Course Walks – Event Participants

Persons course walking shall maintain 6 or more feet between them at all times. Please do your best to 'walk right, pass left' as you would on the highway, this will help with physical distancing.

An SCCA-CPR Safety Steward shall be responsible for monitoring course walking and will ensure distancing is being utilized.

Co-Drivers

We will not limit or restrict co-drivers at our events. We strongly urge everyone to use common sense and discretion when co-driving a car that is **not** shared by the same household.

Please be understanding if a codriver requests you wear a face covering while driving their car. If you insist on co-driving with a non-family member, we will strongly advise you do what you can to keep the touched surfaces on the interior clean. Use hand sanitizer prior to running, clean the steering wheel, shifter, and seatbelt / harness between each run, then wash your hands again when you're done running. (Face masks, hand sanitizer, and cleaning wipes are the responsibility of each competitor.)

Shared Site Resources

Shared event and site resources include: • Timing computers • Station Radios • Flags • Fire extinguishers

Surface disinfection of these shared resources will be required at the beginning of the day, after each run group (using wipes with a manufacturer's broad spectrum kill claim) and prior to the handing off of any of the above listed materials from one person to another. SCCA-CPR will provide supplies for surface wiping of shared event resources ONLY. Any event specific disinfection protocols will be reviewed by the safety stewards as part of their morning briefing. You are responsible for bringing your own face coverings, wipes, disinfectant, etc.

Restrooms / In-door Facilities

Events at the Mid-State Airport and CPI do have in-door facilities and restrooms please use the following best practices:

- All participants are encouraged to bring their own hand sanitizer with them to events for use in bathroom facilities.
- Event participants are encouraged to wear a facial covering when using shared restrooms on-site.
- SCCA-CPR requests that event participants wear their facial coverings whenever they use the restroom or are in doors as enclosed spaces represent a heightened risk of disease transmission, especially COVID-19.
- CPR SCCA will provide bacterial soap, paper towels, and disinfectant spray in bathrooms. We ask that you spray/wipe off the area you touched. Please wash your hands after you have cleaned up.

Socializing

Autocross is an inherently social event. We typically encourage socializing during events and still do during this time but within reason. We know the ongoing COVID- 19 situation is going to make it very difficult to go back to 'normal' in the short term. We must ask that if you are going to socialize at autocross events, you use common sense:

- We ask all persons on site to refrain from spending significant time inside the terminal. Please try to stay outside whenever possible
- Maintain 6 or more feet between yourself and others whenever possible.
- Remember - we need to be reasonable and serious about complying with the State's up-to-date social distancing guidelines.
- Meals shared in an open-air environment with physical distance are permitted.
- If you can avoid restroom lines, please do so.

- Course walks – feel free to reference the section above in this document. This is the best we can offer in terms of flexibility and compliance to the State requirements.

Class Championships

If we have to cancel events (without a make-up), we will adjust the number of required events to qualify for Class Championships as well as the number of dropped events. We'll determine the number of qualifying events closer to the end of the season based on how many events we were able to have. As a general rule of thumb: You must participate in more than ½ of the events held during a season to qualify for a season award.

Face Coverings

Pennsylvania State Requirements (April 15,2020):

<https://www.health.pa.gov/topics/disease/coronavirus/Pages/Stop-the-Spread.aspx>

“Members of the public are encouraged to wear homemade cloth or fabric masks. Save surgical masks and N95 respirators for our health care workers and first responders.”

As of the date above, when this document was generated, this is the State Requirement which means it is an SCCA-CPR requirement for any individual entering the event site. No event participant will be allowed to enter the site and check in without showing that they have a compliant face covering available for use. We apologize that this policy may not be ideal, but this is the present requirement we must comply with in order to legally and safely run events.