

# **CINCINNATI REGION SPORTS CAR CLUB OF AMERICA (Cincy SCCA) SOLO PROGRAM COVID-19 OPERATING INSTRUCTIONS**

10 June 2020

## **INTRODUCTION:**

These operating instructions are in response to the COVID-19 pandemic in an effort to keep our entrants, their friends, and family safe from undue risks of spreading the virus. These instructions are being put in place to comply with the Federal and State of Ohio ordered COVID-19 mandates, Butler County and City of Monroe requirements, and SCCA COVID-19 Solo Event Guidelines. These will remain in effect concurrent with the aforementioned mandated policies and adjusted as mandates change.

## **REFERENCES:**

- State of Ohio COVID-19 Guidelines, "Director's Stay Safe Ohio Order", dated 30 Apr 20. (<https://coronavirus.ohio.gov/wps/portal/gov/covid-19/resources/public-health-orders/> )
- SCCA Solo Program COVID-19: Guidelines for Events (<https://www.scca.com/pages/covid-19-event-guidelines> and <https://www.scca.com/pages/solo-1588021531-21>)

## **ACCESS POINTS:**

- Access to the solo site will be limited to the North and South ends of the building during the event (07:00 am – close), center doors typically open in the past will remain closed and locked
- Waivers and information will be available at these locations.

## **PARTICIPANTS:**

- Participants must bring their own face mask and a pen. A limited number of face masks may be available onsite for an additional fee
- It is highly recommended everyone on site wear a mask/facial covering when not wearing a helmet
- Non-participant guests of participants are discouraged. If they must attend, they must bring a face mask and pen. A limited amount of face masks may be available onsite for an additional fee
- Workers must wear face masks when in the proximity of others
- Hand sanitizer, porta-potties, and trash containers will be available on site, full restroom facilities are available inside Traders World
- Everyone on site is encouraged to use hand sanitizer or wash their hands frequently
- Participants are encouraged to stay home if at higher risk
- Participants who are experiencing COVID-19 symptoms such as fever, cough, or shortness of breath cannot attend the event. Full refund will be provide.

## **WAIVERS:**

- Participant entry point will be at the north end of the building
- Masks are required for any participant checking in with registration
- During the event, waiver stations will be positioned at the North and South ends of the building
- Center doors of building will remain closed and locked
- Waiver workers must wear gloves and face masks
- Pens will be disinfected before/after each use
- Annual waivers are highly encouraged
- Online waivers are actively being pursued by SCCA National office and will be utilized to the max extent possible once available
- One registration worker should be assigned to hand out waiver bands if possible

**REGISTRATION:**

- Online pre-registration, Pre-pay only
- Online registration will be open until 10:00 pm two days prior to the event. We will extend/adjust as necessary but not anticipated to be closer than noon the day before the event
- COVID-19 guidelines will be in event registration and on the website
- If possible, Plexiglas or barriers will be positioned between the registration workers and the entrants
- Maximum two registration workers in trailer
- Surfaces will be disinfected regularly
- Gloves and masks will be worn by registration workers
- Masks are required for any participant checking in with registration

**PADDOCK:**

- Normal paddock guidelines apply for locations of types of vehicles
- Participants must maintain the 6 ft. social distancing mandate (inherent in the 10 ft. wide parking spaces) and are encouraged to spread out as much as practical
- Encouraged to pull in your spot facing the course
- Please pay attention to social distancing for those in the car adjacent to yours

**TECHNICAL INSPECTION:**

- Annual tech is highly encouraged for those who qualify – entrant is to perform self tech inspection prior to event arrival
- Participant will remain in car while awaiting inspection and will be wearing a mask/facial covering
- Participant can perform a self-tech inspection using the checklist on the website and present it to the tech inspector onsite
- Class numbers/letters must be on car (lettering height and contrast per SCCA rules)
- Tech inspection workers will wear gloves and masks
- A separate tech inspection worker will be in charge of providing or placing tech stickers on cars

**COURSE SET-UP:**

- Will typically be accomplished the day prior to the event when possible
- Minimal crew size of 6 to no more than 10 people
- Social distancing will apply
- Workers will wear gloves and encouraged to wear masks when not wearing helmets for safety testing
- No passengers for testing the course unless required for safety

**EQUIPMENT/CORNER STATION SET-UP:**

- Performed morning of event
- Number of set-up people will be minimized
- Workers will wear gloves and encouraged to wear masks (required when in the proximity of others)
- Corner markers, fire extinguishers, and flag handles will be disinfected prior to and after the event

**COURSE WALK:**

- All entrants are encouraged to wear a mask (especially when in the proximity of others)
- All must observe social distancing during the course walk
  - Be courteous to others who may be walking faster or slower than you
  - If you are going to stop during the course walk please move off course far enough others can continue their walks if passing while maintaining a 6 ft. clearance is not possible
- Novice Instruction – Must wear face masks and observe social distancing. Will have multiple instructors for smaller group sizes

**DRIVER'S MEETING:**

- Mandatory meeting will be conducted by FM radio and PA system, participants should be at their car or follow social distancing guidelines and must wear a mask if in person.
- COVID-19 guidelines will be discussed
- Participants experiencing COVID-19 symptoms such as fever, cough, or shortness of breath will be instructed to contact an event official and will be separated from others

**COURSE WORKERS:**

- Includes all workers (corner stations, start, traffic safety (if required), finish, etc.)
- Workers will wear gloves and are encouraged to wear masks (required when in proximity of others)
- Social distancing will apply, workers will spread out
- Radios and flag handles will be disinfected before/after each heat
- Bottles of water will not be provided for workers at corner stations
- If times are provided to the driver after completion of their run (optional), worker will wear gloves and a mask, both worker and driver will prevent contact

**GRID:**

- Normal grid guidelines apply for locations of types of vehicles
- Participants must maintain the 6 ft. social distancing mandate (inherent in the 10 ft. wide parking spaces) and are encouraged to spread out as much as practical
- Grid workers will wear gloves and face masks
- Radios will be disinfected before/after each heat

**TIMING / SCORING**

- No more than two workers will be stationed in the trailer
- Will be spread out at least 6 ft. apart
- Audit will be done outside the trailer
- Surfaces, radios, chairs, computer touch points, clipboards, etc. will be disinfected at least before and after each heat, more frequently as desired
- Announcer will be outside of trailer – microphone will be disinfected before/after each heat at a min
- Times/results will be available via live-timing
- Trailer will be cordoned off from entrants. Participants cannot enter the trailer and must contact the grid workers with Timing/Scoring questions

**EVENT CONDUCT:**

- Water will be available, a worker with proper PPE will be assigned to hand it out
- No passengers are allowed with the exception of those required by state issued license requirements (such as a learner's permit) or safety
- No loaner helmets will be available, participants must bring helmets which meet SCCA Solo Rules
- If there is a state mandated public gathering limit of 100 people, we will conduct separate "morning" and "afternoon" groups with pre-assigned run/work order if possible
- If anyone on site begins to experience COVID-19 symptoms such as fever, cough, or shortness of breath, contact an event official so we can isolate the individual and inform those who may have been exposed

**TROPHY PRESENTATIONS:**

- Social distancing will be observed
- Facial coverings encouraged for everyone at the presentation
- Gloves and mask are required for the worker handing out the trophies which will be place on a table so the winner can pick it up

**SPECTATORS:**

- Event registration will request driver's limit non-participants to limit number of people on site and potential for exposure
- Spectators are discouraged and will be limited to paddock areas only (not in grid near active drivers) therefore waivers/waiver bands not required
- Non-participant guests of participants are discouraged. If they must attend, they must bring a face mask and pen. A limited amount of face masks may be available onsite for an additional fee

**EXPULSION/DISQUALIFICATION:**

- Failure to follow the social distancing and personal protection guidelines above can lead to disqualification and expulsion from the site
- Entrants are responsible for their guests, family members, friends, etc. and can be expelled and/or disqualified for their actions