



# Event and Venue Plan

Motorsport Australia  
Return to Race  
COVID-19

V2



## Return to Race Event and Venue Plan

The Return to Race Event and Venue Plan is to ensure that COVID-19 protocols and the Return to Race Event Organiser Matrix are adhered to for all events being held under the authority of a Motorsport Australia Organising Permit.

These protocols must be read in conjunction with the National Competition Rules (NCR) of Motorsport Australia and the regulations applicable to each Motorsport Discipline.

Event Organiser are asked to consider each requirement of the Return to Race Event Organiser Matrix and complete the details relevant to their event and the venue.

This Event and Venue Plan must be submitted to Motorsport Australia with the Event Permit application, or otherwise prior to the issuing of a Motorsport Australia permit. Submit via email to [permits@motorsport.org.au](mailto:permits@motorsport.org.au)

### Details

NAME OF EVENT

EVENT VENUE

EVENT DATE

—

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PERMIT NUMBER

### Event Criteria

| EVENT ELEMENT  | REQUIREMENT BRIEF  | PLANNING EVIDENCE AND COMMENTS |
|--|--|--------------------------------|
| <b>Government requirements<br/>Re: public gatherings</b> | Organisers adhere to relevant State and Territory Government requirements                                |                                |
| <b>Monitoring</b>  | Create a register of all event attendees<br>Encourage all to download COVIDSafe App                      |                                |
| <b>Maximum event capacity</b>                            | Maximum venue numbers for competitors, competitor team members, officials and other venue staff/ persons |                                |
| <b>Hygiene Practices and Information</b>                 | Correct hygiene measures to be adopted   |                                |
| <b>Documentation and licence checking</b>                | Avoid in-person licence check  |                                |
| <b>Driver and Officials briefings</b>                    | No gatherings of drivers or officials (or team personnel)  |                                |
| <b>Scrutineering / Parc Ferme</b>                        | Refer to the Return to Race Scrutiny of Vehicles and Apparel document for requirements                   |                                |
| <b>Equipment deployment</b>                              | Hygiene protocols to be adopted  |                                |

| EVENT ELEMENT  | REQUIREMENT BRIEF   | PLANNING EVIDENCE AND COMMENTS |
|--|---|--------------------------------|
| <b>Paddock, marshalling areas</b>                            | Personnel required<br>Social distancing measures to be implemented  |                                |
| <b>Judicial, protests and Stewards hearings</b>              | Avoid in-person Stewards hearings at events, held by teleconference or video conference if necessary<br>Use of Electronic documents             |                                |
| <b>Post event documentation</b>                              | Submitted electronically where possible<br>Register of all attendees to be collated/retained by organiser and submitted to Motorsport Australia |                                |
| <b>Fire, Medical and Recovery Teams (including MIV etc.)</b> | Vehicles to contain a maximum of 2 people when in operation<br>Teams to wear PPE  |                                |
| <b>Track Marshals / Stage Teams</b>                          | Minimum number of marshals / stage teams as per Motorsport Australia guidelines   |                                |
| <b>Competitors</b>   | No Passenger Rides<br>Rally/Off-Road – refer to Motorsport Australia directly for any updated conditions for Driver/ Co-Driver/Navigator        |                                |
| <b>Competition Team personnel</b>                            | Absolute minimum Team personnel to attend per competition vehicle   |                                |
| <b>Results</b>   | Communicated digitally  |                                |
| <b>Podium ceremonies</b>                                     | Avoid in-person ceremonies  |                                |
| <b>Spectators</b>  | No spectators unless otherwise approved by Motorsport Australia   |                                |
| <b>Media Centre and media attendance at event</b>            | To be minimised   |                                |

**Venue Criteria**

| VENUE ELEMENT  | REQUIREMENT BRIEF  | PLANNING EVIDENCE AND COMMENTS |
|--|--|--------------------------------|
| <b>Venue operations</b>  | Venue operators agree to adhere to Return to Race requirements   |                                |
| <b>Venue/areas entry and exit points</b>                         | Consideration given to entry and exit points of venues/areas to avoid mass gatherings and unapproved attendance  |                                |
| <b>Venue facilities plan (as necessary)</b>                      | Responsibility for venue facilities i.e. cleaning toilet etc.  |                                |
| <b>Command centre (indoors) including Race Control, Rally HQ</b> | Venue facilities, maximum personnel numbers in rooms, social distance plan etc   |                                |
| <b>Paddock/Service/Refuel</b>                                    | Demonstrate how such space will be managed including garage/service allocations  |                                |
| <b>Social Distancing</b>   | Demonstrate that all operational areas (indoor or outdoor) are set up to comply with social distancing measures e.g. 1.5m apart or 4m <sup>2</sup> area            |                                |
| <b>Medical Centre / Facilities / Isolation Facility</b>          | Medical centre configuration/staffing<br>OR<br>Medical Facilities in place at event (St.Johns/First Aid etc)<br>Isolation plan – in case of COVID-19 case at event |                                |
| <b>Food and catering</b>   | To be minimised  |                                |
| <b>Venue / Event support contractors</b>                         | Essential only<br>Ensure agreements in place for compliance with all requirements  |                                |