ROK CUP USA 2021 Event Procedures

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General Event & Venue Information

Event Coordinator Contact Information

- Onsite Manager-Garett Potter Director of Operations ROK CUP Promotions 10003 Satellite Blvd Orlando, FL 32837. Mobile 504-377-8221 garett@rokcupusa.com
- Onsite Event Coordinator-Ursula Ustariz ROK CUP Promotions 10003 Satellite Blvd Orlando, FL 32837. Mobile 954-770-1356 ursula@rokcupusa.com
- Onsite Track Operations-Robbie Poupart 504-339-3828

Event Name & Location

- Florida Winter Tour
- Isle Casino Racing Pompano Park 777 Isle of Capri, Pompano Beach, FL 33069
- (Setup) January 10th - January 13th 9:00 AM - 5:00 PM, (Event) January 14th - 17th 7:00 AM - 5:00 PM, (Tear Down) January 18th 8:00 AM - 10:00 PM

Venue

- This event will be run entirely outside (parking lots),
- Rules and regulation for ROK CUP Promotions events https://rokcupusa.com/wp-content/uploads/2016/03/Rule-Book-2017.1.pdf

Venue Capacity & Map

Venue Capacity & Map

- 745,000 SF, Occupancy 8,000
- Total number of participants 180-220, maximum number of participants at one time 180-220
- The event is for registered participants only, registration for this event closes a week before we arrive. We limit the amount of participants with our registration system. Anyone not on our participants list will not be allowed onsite.
- Security will be posted at all entry and exit location, to enforce participants only protocols
- Map Appendices 1

Sanitation Schedule

- Cleaning products used-Ecolab Peroxide Disinfectant RTU, Lysol Brand All Purpose Cleaner, Snee Chemical Tactical Strike Disinfectant
- Effective time-45 Seconds
- Who is responsible for sanitation-Custodial crew will be onsite (3)
- How often will high traffic areas be cleaned-Restrooms at the top of each hour, they are the only high touch areas. All equipment used by participant is their own, including tools mechanics will have gloves when using tools.
- How often will sanitizing stations be serviced-Serviced at the bottom of each hour.

Use of Face Coverings and PPE

- Face coverings will be mandatory
- All staff including management, track officials, security, custodial will be policing face coverings, we will also have consistent announcements over the PA
- Signage will be placed in all isle ways to remind people about face coverings
- Anyone without face cover will receive one (1) warning, after they will be removed form the event
- We will have sufficient PPE including face coverings onsite

Registration/Check-in

- All participant must register for the event online. Onsite registration will not be allowed, anyone that has not registered for the race prior to arrival will not be allowed onsite, they all know this and is standard protocol for all our events.
- Check-in: All participant and staff must use the KartPass system https://apps.apple.com/us/app/kart-pass/id1528031831 starting September 1st 2020. KartPass is a touchless registration system, this includes and APP feature that allows for QR code scanning, allowing check-in in seconds. No paperwork to sign or pens to touch, having multiple staff in place using this technology will allow us to drastically speed up the process and keep people moving.
- Communication prior to arrival is via email and through the KartPass registration app, participant will receive registration confirmation code for the event, these participants race with ROK CUP Promotions at many events throughout the year, we communicate regularly. Communication at arrival and during the event will be through the KartPass app, ROK CUP USA app https://apps.apple.com/us/app/rok-cup-usa/id1053382399 and PA system.

Social Distancing

- Traffic directional arrows, A-Frame signage, fencing
- Signage, PA announcements, KartPass & ROK CUP app
- The equipment they use for the race is 6.5’ long and 6’ wide, this will also help them comply social distancing (see Appendices 2)
- Management, staff, officials, security will police social distancing

Risk Assessment Analysis

- The majority of our participants are between the ages of 8-35, the are athlete racers non are in the high risk population
- Contact tracing-Our KartPass app gives us the ability for contact tracing, we will also require a team roster to be completed, this will allow us to track a specific area at the event.
- Event Coordinator-Ursula Ustariz ROK CUP Promotions 10003 Satellite Blvd Orlando, FL 32837. Mobile 954-770-1356 ursula@rokcupusa.com All participant information will be collected before the event start, including (name, phone number, email, state, city, address)

Health Screen & Isolation

- ROK CUP Promotions has an EMT on staff, we will also have AMR EMT and ALS onsite.
- All attendees (participants, staff, etc) will be required to complete a medical questionnaire (see Appendices 3) and undergo temperature checks.
- Anyone not cleared via screening(s) will not be permitted inside and will be excluded from participating. Depending on the evaluation and severity of symptoms, they will be directed to either leave the premises and self-quarantine or will be sent to the nearest appropriate medical facility for further evaluation / treatment.

Employee/Staff Training & Enforcement

- Sanitation training-ROK CUP Promotions staff is currently trained, we will have a professional custodial team onsite
- COVID protocols-ROK CUP Promotions staff and participants understand the protocol, we have operated events around the country since May 25th 2020
- Who is authorized to remove guest that do not comply with face coverings or social distancing-Participants will receive one (1) warning, after they will be asked to leave, all management (6) will have the authority to remove anyone not compiling with the protocol/procedures

ROK RACE DAY OVERVIEW

In order to safely resume racing for everyone, ROK CUP Promotions has developed the following comprehensive plan, with the primary goal of participant safety. Utilizing the guidelines of the CDC, federal, state and local officials, as well as medical experts, ROK CUP Promotions has outlined the steps all participants should adhere to, in order to limit the spread of COVID-19.

The plan focuses on pre-event preparation, event procedures and post-event analysis. It is important to note that this plan may receive future updates as we to continue to follow the guidance of the CDC, government and medical experts.

Participants should constantly monitor themselves and their staff members for signs and symptoms of COVID-19. Any participant who has or is experiencing symptoms of COVID-19 should NOT travel to events or enter venues until cleared by a medical professional.

During all activities related to traveling to/from or participating in any ROK CUP Promotions sanctioned events, participants must adhere to the following until further notice:

- Utilize face masks at all times (and other PPE, as applicable)
- Observe social-distancing recommendations
- Wash hands frequently with soap and water for a minimum of 20 seconds
- Utilize hand sanitizer products when hand washing is not available
- Disinfect surfaces and equipment often

PRE-EVENT PHASE

Education

- All participants must read and familiarize themselves with CDC information and guidelines related to COVID-19
    - https://www.cdc.gov/coronavirus/2019-ncov/index.html
    - CDC social-distancing guidance will be enforced throughout the event
- All participants must read, familiarize themselves and comply with recommendations regarding PPE specifications and proper usage
    - https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html
    - https://www.cdc.gov/coronavirus/2019-ncov/hcp/using-ppe.html

Event Management

- On-track activity has been reduced from five (5) days to four (4) days
    - See **Event Schedule**
- No spectators or non-essential personnel permitted on-site
- All participants (drivers, teams, suppliers, etc.) will be permitted a limited number of on- site attendees
    - Teams - 2 mechanics per driver
    - Engine & Parts suppliers – 15 total
    - Parents or guardians – 2 per driver
- All teams to submit roster of individual names and on-site attendance
    - See **Roster Template**
    - Participants on roster must have undergone standard screening / self-checks for symptoms
- Medical questionnaire to be emailed to Roster Managers to be filled out just prior to arrival.
    - Questionnaire to be handed over to medical personnel as part of screening process
    - See **Medical Questionnaire**
    - Medical Services provided by AMR
- On-site Personnel (all must be screened prior to event entry)
- COVID checks upon arrival and temperature screening
- Overall venue will be limited to essential personnel only
- Paddock area will be further divided into color zones , your zone will be identified by colored wristband
- Per Gird area will be limited to one (1) driver and one (mechanic), maximum of fifty (50) drivers, total of 100 personal
- Paddock lanes will be marked with directional arrows to control traffic flow

Logistics

- Supplies/Services
    - All teams are to use Safety Kleen fog system our similar to disinfect interiors of all transporters
        - Same for suppliers and teams
    - PPE – Teams must supply to their participants, additional to be available
        - Mask
        - Hand sanitizer
        - Information pamphlet
    - Disinfectants for work areas
    - Additional masks and hand sanitizers to be made available by ROK CUP Promotions

Security

- ROK CUP USA will proved security and will coordinate efforts to manage entry and exit points and appropriate distancing and PPE use.

EVENT PHASE

Paddock Personal Protective Equipment

- **Masks are required to be worn by all participants at all times** (except when eating, drinking, or protected by race equipment as listed under PPE Race Mode section)
    - Social distancing should be observed anytime a mask is not in place (as above)
- Gloves (mechanics or nitrile) to be worn when handling equipment or tools used by multiple people
- Other PPE to be utilized as appropriate
- Teams should provide their own (logoed or non-logoed) PPE
- Additional masks to be available, if needed
- Multiple hand-washing stations to be made available in paddock area

Screening

- ROK CUP Promotions and Elite Medical Officials to provide screening at venue entry, in the following order, all process to be held in outside environment
    - Roster check
    - Medical Screening
    - Event check in
    - Pre-event days and non-peak hours, roster checks will be done in medical screening lines
    - During peak hours on race days 6-8 AM, participants should proceed in their vehicles to the staging area to await screening / roster check
- Participant to hand over completed medical questionnaire
- Temperature Checks – Prior to entering the venue each person will be subjected to a temperature scanning monitor or have their non-fever status verified with a no-touch thermometer
- Temperature threshold will be 100.4 degrees Fahrenheit
- Once venue medical screening has been completed and “passed”, attendee can proceed to event check in.
- PPE Kits available for participants, if needed
- In Case of Symptoms (either reported or above temperature threshold)
    - Depending on severity, a secondary screening will be performed
- Anyone not cleared via screening(s) will not be permitted inside the track and will be excluded from participating. Depending on the evaluation and severity of symptoms, they will be directed to either leave the premises and self-quarantine or will be sent to the nearest appropriate medical facility for further evaluation / treatment.
    - Organizations will be responsible (with ROK CUP USA assistance) for any alternate arrangements for participation and/or travel for any affected individuals
- ROK CUP Promotions staff to follow-up on any positive test results, conduct proper contact tracing

Event Check-in

- ROK CUP Promotions has moved to touchless check-in/registration, all attendees including staff must use the KartPass system starting September 1st 2020. All process to be held in outside environment

    - Download KartPass here Apple- https://apps.apple.com/us/app/kart-pass/id1528031831 Google https://play.google.com/store/apps/details?id=com.kartpass.kartpass
    - Complete setup and racer profile
    - Register for Florida Winter Tour
    - All wavier are included in the app (assumption of risk, minor and COVID)
    - Onsite registration will not be allowed, anyone that has not registered for the race prior to arrival will not be allowed.

- Once your registration is complete your KartPass profile will have a scannable QR code, this should be out and ready when you enter the check-in line. Officials will scan your pass, hand your wristband to you, this band must be worn at all times.

Parking

- Parking for vehicles – (South side of paddock area)

Equipment Decontamination

- All surfaces and designated equipment to be disinfected frequently

Team / Group Segregation

- Layout of work areas and workflows to provide segregation of teams, suppliers, technical inspection and other officials
- Repeated communication of the need to maintain separation of groups to reduce unnecessary exposure
- Ground stickers to encourage distancing
- Signage reminding participants of limiting personnel entry into certain areas (transporters, etc.)

Race Control

- Layout has been planned to create spacing while maintaining proper communications
- Communications devices will be assigned to one staff member for the event.

PPE Race Mode

- Drivers in their karts are nearly encapsulated with their full-face helmets, gloves, and suits.

Ceremonies

- Limited personnel to participate in pre- and post-race activities
- Pre-Race
    - Pre-recorded invocation / anthem through PA – no on-site participants
- Post-Race
    - Limited media access
    - No crew access
- All plans will consider safety and distancing

POST EVENT PHASE

Equipment Decontamination

- All surfaces and designated equipment to be disinfected prior to re-use

Medical Follow-up

- Medical staff to follow up with all participants via email/text to monitor for 7-10 days post-event
- Medical staff to follow-up on any positive test results, conduct proper contact tracing

After Action Report

- All protective measures and procedures to be reviewed and all issues to be documented in an after-action report to be used for process improvement for future events

Organizer Communications

- Onsite Manager-Garett Potter Director of Operations ROK CUP Promotions 10003 Satellite Blvd Orlando, FL 32837. Mobile 504-377-8221 garett@rokcupusa.com
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- Onsite Track Operations-Robbie Poupart 504-339-3828

MEDICAL SCREENING QUESTIONNAIRE

NAME:_____

DATE:_____

TEAM or AFFILIATION:_____

Please complete this form just prior to your arrival at the racing event. This form will be collected at the track Medical Screening Area prior to temperature assessment.

In order to address participant safety and mitigate potential exposure to COVID-19, ROK CUP USA requires screening for COVID-19 symptoms.

1. Have you had **NEW** or worsening cough, sore throat, shortness of breath, nausea, vomiting, diarrhea, muscle aches (not associated with strenuous physical activity) in the past 14 days?
    a. ☐ YES
    b. ☐ NO

2. Have you had a fever of 100° F or higher in the past 72 hours?
    a. ☐ YES
    b. ☐ NO

3. Have you felt feverish or had chills in the past 72 hours?
    a. ☐ YES
    b. ☐ NO

4. Are you experiencing new loss of taste or smell?
    a. ☐ YES
    b. ☐ NO

5. Have you recently been in close contact (less than 6 feet) with anyone experiencing symptoms as mentioned above or who has tested positive for COVID-19?
    a. ☐ YES
    b. ☐ NO

_____

Signature

ROK the RIO
RIO Las Vegas
November 4-8, 2020

ROSTER TEMPLATE

Roster Manager (indicate below, if traveler, or include contact info here):

No.	First Name	Last Name	Affiliation - Including Kart Number	Title or Role	Email	Mobile Number	Origin City of Travel	Date of arrival	Method of arrival to Vegas (private charter, commercial flight, drive, etc.)	First Date at RIO	Method of arrival into RIO (group bus, rental car, passenger car, etc.)	Date of departure from Vegas	Accommodations (hotel name, etc)
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Isle of Capri - Pompano,Florida

Kart Track Layout

GRAPHIC SCALE

40 0 20 40 80 160

(IN FEET)