



RI Ref: covdoc5

## Club COVID OFFICER for EVENTS

Every club attending an event must appoint a CLUB COVID OFFICER.

The Club Covid Officer should be on site for the entire time that any member of their club is involved in the event.

The Club COVID OFFICER will be your point of contact for all matters relating to COVID-19 that may involve members of your club.

The Club COVID OFFICER will be responsible for liaising with your club members attending the event.

The Club COVID OFFICER will collect all the individual health screening documentation (covdoc1) for all club members attending the event, including all rowers, coaches and officials. The Club COVID OFFICER will be the person that stores this information and make it available to the appropriate services if contact tracing is required. The provided information will only be used for COVID related purposes.

The Club Covid Officer will arrange for the club declaration form (covdoc2) to be completed, signed and emailed to the EVENT COVID OFFICER 24 hours before the event.

The Club COVID OFFICER will be the point of contact for any breaches of Covid protocols that have been identified as being related to your club. All communications should be done by phone to limit the amount of contact.

Practical items that the Club COVID OFFICER should watch out for

- Crews remaining within their own bubble
- Sanitization of shared equipment
- Wearing of masks at all times on land
- Regular washing of hands
- Social distancing

The Club COVID OFFICER should be easily identifiable (high Vis Vest) or some other appropriate means of identification. Having a highly visible presence of club COVID OFFICERS around the event location will act as a reminder to all attendees to remain active in the fight against the spread of COVID-19.