



FÉDÉRATION INTERNATIONALE DE SKI
INTERNATIONAL SKI FEDERATION
INTERNATIONALER SKI VERBAND

FIS COVID-19 Prevention

Guidelines for Event Organisers



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1. INTRODUCTION

FIS COVID-19 Prevention Guidelines for Event Organisers

FIS recognises the importance of maintaining the safety and health of everyone involved at FIS Events, including the athletes, coaches, FIS staff, local organising committee members, volunteers, and spectators.

The Covid-19 outbreak will require the integration of additional measures to avoid spreading the virus in connection with an event.

Organised Sport can serve as a role model for managing the necessary conditions to organise safe events, which the authorities are introducing in all sectors of society. FIS Events are already structured following defined rules and regulations throughout the event and the participants are disciplined in respecting these.

These FIS COVID-19 Prevention Guidelines for Event Organisers provide advice relevant for the circumstances specific to FIS events based on information and publications from the World Health Organisation (WHO) and the IOC Medical Department, as well as best practices gained by FIS, its technical staff, the Medical Committee and other International Federations. The advice is designed to assist setting up various processes for the care and welfare of all participants at the Event.

Event Organisers shall ensure that adequate measures are in place to protect the health of all participants and that they can have access to immediate medical care. Preventative measures to stop transmission of infection as well as mitigation measures to minimise the risk of infection shall be put in place.

The Local Organising Committee is required to include responsible Health Authorities to support its work with establishing the appropriate measures and to stay updated in terms of latest developments and local regulations.

FIS COVID-19 Prevention Guidelines for Event Organisers

Please also refer to latest FIS communications on the Information Hub created:



[FIS Information Hub COVID-19](#)



FIS is at your disposal for support and assistance wherever possible. For questions in relation to these Guidelines, please contact the FIS Medical Committee C-19 Support Group at c19support@fisski.com.

2. RISK ASSESSMENT AND MITIGATION CHECKLIST

RISK ASSESSMENT AND MITIGATION CHECKLIST

FIS events, specifically the FIS World Cup and World Championships are high profile international sporting events and as such count as “mass gatherings” under the World Health Organisation (WHO) definition.

Planning for mass gatherings includes conducting a risk assessment to determine the overall risk of disease spread. In view of the Covid-19 outbreak, the WHO together with the IOC and experts have developed a disease-specific and event-specific risk assessment and mitigation checklist for sport events. The template can be found below (“Risk Assessment Tool”).

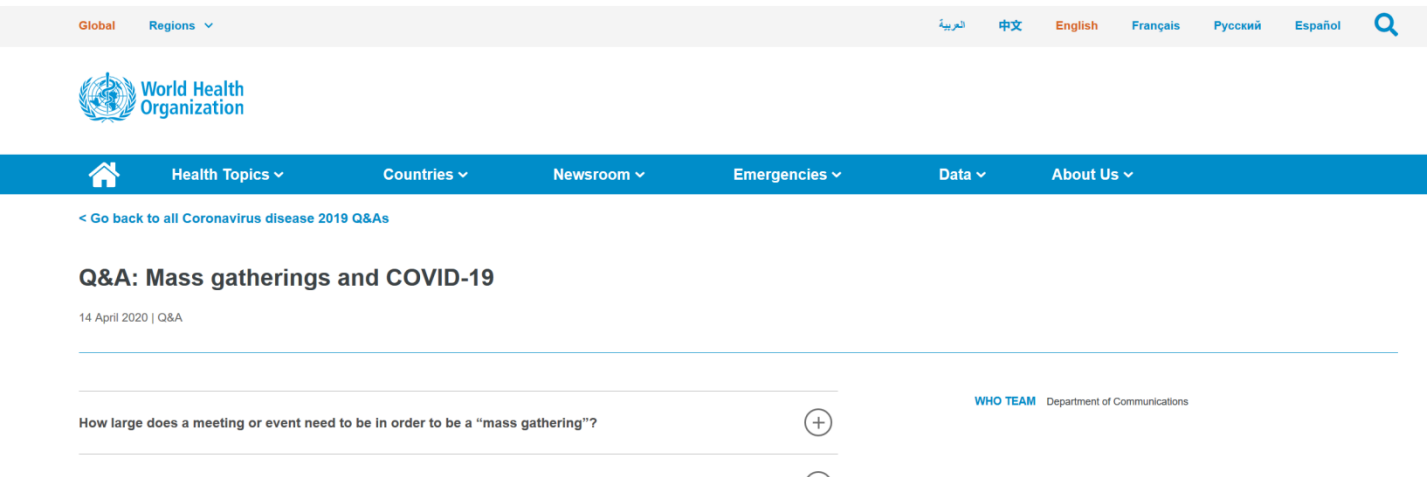
The excel tool includes all factors from the general WHO risk assessment and mitigations checklist for mass gatherings as well as additional factors relating to sporting events, to enable Event Organisers to determine a more accurate overall risk score.

It is recommended to use the tool in its excel spreadsheet format since the scores are automatically calculated there. After the tool has been completed, the scores in the excel sheet for both sections need to be entered into the decision matrix found on the final tab (“Overall Risk Score”).

It is crucial that the risk assessment is conducted with the responsible local public health authorities and that the necessary personnel with expertise in mass gatherings, risk assessment, epidemiology, and infectious disease control measures are included from the initial stages of planning. The national and local public health authorities in your country will know how to conduct a health risk assessment. There are also [WHO Regional Offices](#) who can be contacted for additional support if needed. It is further advised that the risk assessment is also carried out with input from further relevant partners and experts in specific areas relating to the event, including the National Ski Association, FIS Medical Committee C-19 Support Group and Technical Officials, medical providers, etc).

RISK ASSESSMENT AND MITIGATION CHECKLIST

Please make yourself familiar with the following WHO publications:



The screenshot shows the WHO website interface. At the top, there are navigation links for 'Global' and 'Regions'. Below that, there are language options: العربية, 中文, English, Français, Русский, and Español. The WHO logo and 'World Health Organization' text are visible. A blue navigation bar contains links for 'Home', 'Health Topics', 'Countries', 'Newsroom', 'Emergencies', 'Data', and 'About Us'. Below the navigation bar, there is a link to '< Go back to all Coronavirus disease 2019 Q&As'. The main heading is 'Q&A: Mass gatherings and COVID-19', dated '14 April 2020 | Q&A'. A question is partially visible: 'How large does a meeting or event need to be in order to be a "mass gathering"?'. The WHO TEAM logo and 'Department of Communications' are also present.

[Questions & Answers: Mass gatherings](#)

[Key planning recommendations for Mass gatherings in the context of the current COVID-19 outbreak](#)

[Considerations for sports federations/sports event organisers when planning mass gatherings in the context of COVID-19](#)

[Guidance for the use of the WHO Mass gatherings Sports: addendum risk assessment tools in the context of COVID-19](#)

[Decision tree \(assessment overview\)](#)

[Management of ill-travellers](#)

[Water, sanitation, hygiene, and waste management for the COVID-19 virus](#)

3. COMMUNICATIONS TO THE TEAMS AND OTHER PARTICIPANTS

COMMUNICATIONS TO THE TEAMS AND OTHER PARTICIPANTS

Every Organiser is required to compile a document summarising the Covid-19 prevention measures planned and undertaken that are established in accordance with local rules and regulations. This can be for example a dedicated document, and/or integration in the Event Medical Guide, or similar.

A communication of the measures shall also be published and sent to all other accredited participants (e.g. broadcasters, media, sponsors, data&timing service partner, etc). Spectator information shall also be prepared and communicated with ticket sales and/or other channels e.g. social media.

It is crucial that all provisions in place are communicated clearly to all participants in advance through channels identified as adequate.

The communication shall include contact details of the LOC designated Covid-19 Coordinator for the medical response plan, as well as exact provisions of the local procedures and contact details in case of Covid-19 related symptoms (telephone hotline, or similar). Make sure that the local procedures are applicable for international participants (in some countries the contacts may be different for nationals vs. non-nationals of the respective country).

In case a national Contact Tracing App is available for download, please also include this in the communication (clarify whether also available for the use of non-nationals).

Include the information and awareness as well as eventual updates during the event in the Team Captain meetings and/or other briefings for other participants.

COMMUNICATIONS TO THE TEAMS AND OTHER PARTICIPANTS

Key pillars – PROMOTE:

**Hand
Washing**

**Respiratory
Hygiene**

**Distancing
Responsible**

**Daily health
self-
assessment**

**Availability of
contact
details for
rapid
contact
tracing**

**Reporting
Policy for the
case of
falling ill**

4. REPORTING POLICY IN CASE OF A PARTICIPANT'S ILLNESS

REPORTING POLICY IN CASE OF A PARTICIPANT'S ILLNESS

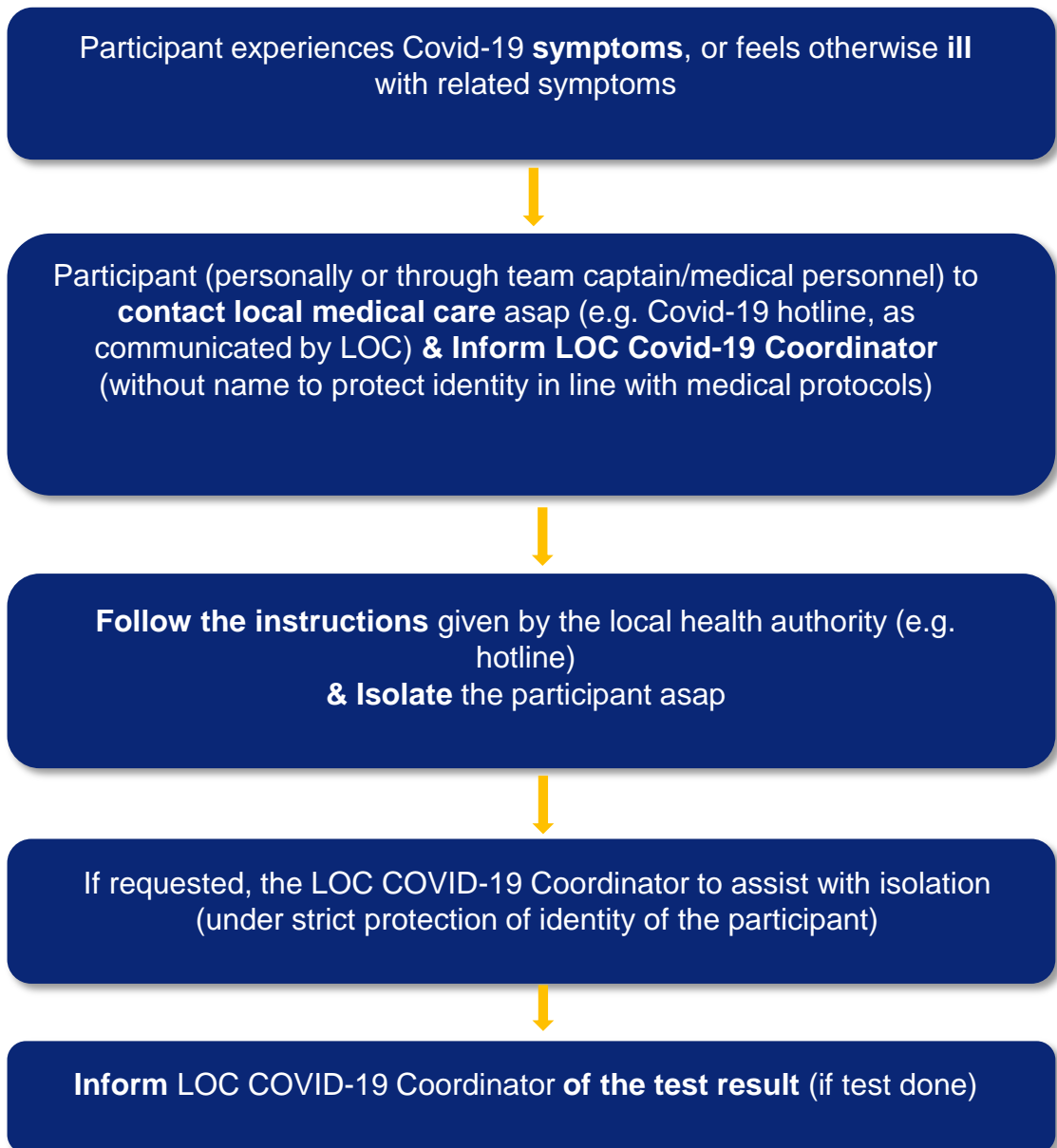
The Event Organiser must have direct contact to local health authorities to assist teams and other participants to immediate medical care as well as access to Covid-19 testing if required, and be aware of the local Covid-19 regulations. (If possible indicating costs of the testing if applicable.)

The Event Organiser shall issue a Reporting Policy in its Covid-19 prevention measures document listing the required behavior of team members and other participants in line with national regulations. The policy shall be clearly communicated to the teams and other participants, as well as provided to FIS for publication prior to the event, as part of the event information on the FIS Website calendar section.

Make it clear in the communication, that all participants are required to fully comply with the respective Policy communicated by the Event Organiser.

REPORTING POLICY IN CASE OF A PARTICIPANT'S ILLNESS

The FIS recommended reporting line is as follows. It may require adaptation according to national regulations and available medical coverage:



REPORTING POLICY IN CASE OF A PARTICIPANT'S ILLNESS

If the test result returns **positive for COVID-19**, then:

The FIS to be informed (without identity) through c19support@fisski.com



Further team/ group members (and others with previous close contact) to be clinically assessed by team doc or local medical team



Discuss within team/ group the facts; control & re-confirm hygiene measures, **do not panic**



Further steps to consider in the event of a positive COVID-19 case:

- The FIS together with respective National Ski Association / Participant to issue a communication to the teams (without identity)
- Media communication only at discretion and issued by the respective NSA or participant group

5. FIELD OF PLAY SET-UP AND SERVICES

FIELD OF PLAY SET-UP AND SERVICES

General: The following measures have been established based on the status of guidance in May 2020. These are likely to evolve and some may be relaxed towards the winter competition season as a result of positive steps in managing Covid-19 and the experience of other sport events during the summer and autumn periods.

In accordance with Health Authorities regulations and instructions, ensure hand-washing access (soap and paper towels), alcohol-based hand-gel and hygiene facilities at multiple locations throughout the venue facilities. Review waste management and cleaning plan.

Install hygiene signage across all venues, changing rooms, training facilities (accredited zones, as well as spectator areas). The displays shall remind everyone to maintain a high level of personal hygiene, including hand-washing and minimising physical contact.

Review the venue set-up to minimise flow of people in all areas.

Review organisation and flow within areas that require closer distances between persons such as the pre-start area, start area, etc. (depending on discipline and facilities/requirements).

Strictly limit and control the number of people in each zone (especially start and finish areas).

The following recommendations are examples to be considered which may be necessary to implement based on health authority regulations and guidance when establishing the set-up organisation of the various areas.

FIELD OF PLAY SET-UP AND SERVICES

Team Hospitality

- In Venue: Review alternative options to buffet service, e.g. ready food bags, prepared lunch/meal plates; limit interaction between volunteers and team members.
- Food management to follow hygiene provisions by local regulations
- Prepare sufficient amount of water, soft drinks, etc. in individual bottles, or for filling own dedicated containers for teams and keep refilled
- Regularly cleaning and air changing when team members are not present

FIS Family Area

Set up to be reviewed with National Ski Association and FIS Competition Management regarding possibilities logistically and available resources.

Waiting areas / Changing tents

- Review space to respect appropriate distancing
- Minimise volunteers in the area to essential ones in areas with limited distancing
- No changing tent in the finish, athletes should leave the common area asap
- Review clothes transportation logistics from start to finish - to be cancelled or carried out only by team staff

Equipment preparation areas

- Establish limit for number of persons inside wax cabins
- Establish limit for entry to dedicated preparation zones per team (particularly start area).

Lift access (if applicable)

- Restrict access to persons with essential functions
- Reduce to a single use in case of multiple seats/places
- Separate lift access for athletes, LOC, FIS and team officials

FIELD OF PLAY SET-UP AND SERVICES

Race Office

- Use of Online systems where possible, such as for competition entries, starting lists, results, analyses, etc.
- All information shall be available digitally including the organisation of a digital Team Captains Meeting where possible
- If TCM takes place: Limit number of attendees to minimum required participants (e.g. 1 per NSA) in relation to the room size to comply with distancing regulations

Winner Photos / Ceremonies

- Top 3 pictures respecting distancing
- No-handshaking policy at winner/medal ceremonies
- Athletes to remain on own podium step: 1st, 2nd, 3rd

Mixed-Zone

- Review set-up mixed zone to provide adequate distancing
- Rules for interaction and distance between athletes and media
- Discuss additional measures with media specialist (e.g. using “selfie-stick” for microphone to respect distance, changing the microphone boom after every interview; separate microphones for interviewer and athlete for live stations)
- Wearing of masks/mouth-nose face covering when closer interaction with people in line with national regulations

Officials’ rooms (Jury, Data/Timing, Judges stand, Equipment control room)

- Review facility set-up to provide adequate distancing
- Limit access to the dedicated staff members in agreement with FIS

FIELD OF PLAY SET-UP AND SERVICES

Media centre & Media hospitality

- Set up of working places with sufficient distance
- Online press conferences or manage in mixed zone interviews
- Limited number of photographers and media; provide free of charge media pool service

Doping Control station

- Review waiting area space
- Each Sample collection agency must confirm it follows the WADA Guidelines fulfilling the necessary measures
- Sample collection agency to be supported with additional measures as necessary (similar to other venue areas, additional hand washing and/or disinfection, waste management, cleaning)

Spectator areas/tribunes

- Social distancing in the areas where spectators are located between the other participants and spectators.
- All flows within the venue one-directional.
- Spectators zone separate from accredited zones (keep separate)
- Grandstands: adequate distances between the seats or stands should be planned


VIP tent

- Social distancing should be respected in areas where VIP guests are located
- No buffet style, service on plates only

6. ACCREDITATION

ACCREDITATION

Specific questionnaire to be completed by all accredited persons (see Template questionnaire in the Annex 5).



FIS COVID-19 Prevention Guidelines for Event Organisers

ANNEX 5 - TEMPLATE QUESTIONNAIRE FOR ACCREDITED PERSONS

Name (as in passport):
 Permanent Address:
 Address at the event:
 Telephone number (cell phone):
 Email:
 Countries you have visited in last 14 days:


- Have you had any cold symptoms (cough, runny nose, sore throat, difficult breathing) during the last 14 days?
- Have you had any of the following symptoms during the last 14 days:
 - o Fever
 - o Chest pain
 - o Headache
 - o Nausea/Vomiting
 - o Diarrhoea
- Have you been in contact with someone with a proven infection with Covid-19?
- Have you been in quarantine during the last 14 days?
- Have you tested positive to the PCR (Polymerase chain reaction) test during the last 14 days?

Signature:

If there is evidence of an acute infection you will be provided with a mask, the medical personnel are equipped and isolation will be required. The local public health authority will be notified, and their protocols will be followed. An accreditation will not be issued until you have been cleared by the local public health authority.

Athletes and accredited persons should be reassured that declaring travel from high risk area will not preclude participation, but that they should expect to be more closely monitored.

The personal information provided is treated strictly confidentially by the Local Organising Committee and FIS. It will only be used for the purpose of assessing whether the applicant can be granted or maintain accreditation in view of the COVID-19 outbreak. Local and global public health requirements will determine the length of time the data is retained.



7. ARRIVAL/DEPARTURE & OTHER TRANSPORT SERVICES

ARRIVAL/DEPARTURE & OTHER TRANSPORT SERVICES

Review the logistics plans with the following considerations:

- Limit number of persons per transportation to allow required distance in the bus/car/mini-van
- Transportation plan to separate teams/groups
- Re-confirm with teams/groups whether own transport can be organised
- Minimise grouping of different teams/groups in one transportation
- Consider for LOC-appointed drivers to wear a mask



8. ACCOMMODATION & MEAL SERVICES

ACCOMMODATION & MEAL SERVICES

It is recommended that the LOC has early contact with the accommodation management to review their policies. Hotels are already required to establish the necessary measures to protect the health and welfare of their guests. Depending on the facilities additional options may include for effectively separating teams from each other, as well as from hotel personnel, and other hotel guests. These may include:

Accommodation

- Teams accommodated on the same floor, access to hotel facilities through stairs (to avoid elevators); try to separate from other hotel guests
- Twin-bedded rooms preferred to keep beds distanced
- If possible separate access to hotel
- Additional cleaning plans/disinfection prior to arrival
- Hand disinfection and paper towels at multiple locations throughout the accommodation, including the rooms
- Cleaning of rooms to be avoided when team members are in the accommodation (avoid contact with cleaning personnel)
- Provision of isolation rooms
- Rules for the use of joint facilities (gym, meeting rooms)

Meals

- Separate dining rooms/areas from other hotel guests with sufficient space
- Prepare as much as possible in the dining area/s before the team arrives
- Sufficient water/drinks already available on the tables
- Avoid buffet style meals
- Preferable self-service of prepared plates, alternatively table service
- Cleaning the table preferably after dining when an entire table has left, not during the meal

9. SPECIFIC SERVICES FOR OTHER GROUPS (e.g. MEDIA, DATA&TIMING)

SPECIFIC SERVICES FOR OTHER GROUPS (e.g. MEDIA, DATA&TIMING)

- Most of the above stakeholders, partners and service providers have prepared or are in the process of establishing company-specific regulations for their employees (instructions on travelling, quarantine, on-site behaviour, etc.)
- As all other venues areas, the working places/areas of these groups need to be regularly cleaned equally
- Additional aspects relative to their tasks to be reviewed directly with LOC

HARD SURFACES:



1. CLEAN

Remove organic material for effective disinfection.



2. RINSE

Rinse off detergents.

3. DISINFECT

Use a properly registered disinfectant.



FREQUENTLY TOUCHED OBJECTS:



CONSIDER PROVIDING DISPOSABLE WIPES

ANNEX 1 - INFORMATION ABOUT THE VIRUS

ANNEX 1 - INFORMATION ABOUT THE VIRUS

What is Coronavirus?

Coronaviruses (CoV) are a large family of viruses that cause illness ranging from a common cold to severe diseases such as [Middle East Respiratory Syndrome \(MERS-CoV\)](#) and [Severe Acute Respiratory Syndrome \(SARS-CoV\)](#). The novel coronavirus (COVID-19) infection was first identified in December 2019.

Transmission

People can catch Covid-19 from others who have the virus. The disease can spread from person to person through small droplets from the nose or mouth which are spread when a person with Covid-19 coughs or exhales. These droplets land on objects and surfaces around the person. Other people then catch Covid-19 by touching these objects or surfaces, then touching their eyes, nose or mouth. People can also catch Covid-19 if they breathe in droplets from a person with COVID-19 who coughs out or exhales droplets. This is why it is important to stay more than 1 meter (3 feet) away from everyone, especially from those who are sick.

Studies suggest that the virus that causes Covid-19 is mainly transmitted through contact with respiratory droplets rather than through the air.

Symptoms

The most common symptoms are: fever, tiredness, dry cough. Eventually: aches and pains, nasal congestion, runny nose, sore throat, loss of taste, or diarrhoea. Symptoms develop gradually, some people become infected but do not develop any symptoms. Most people recover from the disease without needing special treatment (around 80%). For those developing severe symptoms, medical advice must be sought according to the local public health authority recommendations in relation to Covid-19.

**ANNEX 2 - GENERAL
PROTECTION MEASURES
& INDIVIDUAL
RESPONSIBILITY**

ANNEX 2 - GENERAL PROTECTION MEASURES & INDIVIDUAL RESPONSIBILITY

- Regularly and thoroughly clean your hands with an alcohol-based hand rub or wash them with soap and water
- Maintain at least 2 metres (6 feet) distance between yourself and anyone who is coughing
- Avoid touching eyes, nose and mouth
- Cover your mouth and nose with your bent elbow or tissue when you cough or sneeze
- Avoid physical contact such as handshaking - non-physical greetings are recommended
- Stay home if you feel unwell (self-isolated). If you have fever, cough and difficulty breathing, seek medical advice and call in advance. Stay away from the event if you are ill!
- If symptoms (as outlined above) occur before, during or after travel to the event, participants are requested to contact the local health authority in line with the LOC Reporting Line communicated
- If symptoms occur during the event, do not come to the venue or other team/participant areas (including hotel group facilities), but stay in your room and take asap immediate contact with your team manager/group leader and follow instructions
- Follow directions of the national and local authorities who have the most up to date in-formation on the situation in the respective area

Wearing a Mask

People with no respiratory symptoms, such as cough, do NOT need to wear a medical mask. The most effective way to protect yourself is regular washing your hands, and follow the guidelines above. Having stated this, please refer to specific recommendations of mask use in certain situations (e.g. where distancing is not possible, and in closed rooms).

Read further:

[Questions & Answers: COVID-19](#)
[Clean Hands protect against infection](#)
[When and How to use masks](#)

ANNEX 3 – HAND- WASHING

ANNEX 3 – HAND-WASHING

How do I wash my hands properly?

Washing your hands properly takes at minimum 20 seconds



ANNEX 4 – WEARING A MEDICAL MASK

ANNEX 4 – WEARING A MEDICAL MASK

HOW TO WEAR A MEDICAL MASK SAFELY

who.int/epi-win

Do's →

- Wash your hands before touching the mask
- Inspect the mask for tears or holes
- Find the top side, where the metal piece or stiff edge is
- Ensure the colored-side faces outwards
- Place the metal piece or stiff edge over your nose
- Cover your mouth, nose, and chin
- Adjust the mask to your face without leaving gaps on the sides
- Avoid touching the mask
- Remove the mask from behind the ears or head
- Keep the mask away from you and surfaces while removing it
- Discard the mask immediately after use preferably into a closed bin
- Wash your hands after discarding the mask

Don'ts →

- Do not Use a ripped or damp mask
- Do not wear the mask only over mouth or nose
- Do not wear a loose mask
- Do not touch the front of the mask
- Do not remove the mask to talk to someone or do other things that would require touching the mask
- Do not leave your used mask within the reach of others
- Do not re-use the mask

Remember that masks alone cannot protect you from COVID-19. Maintain at least 1 metre distance from others and wash your hands frequently and thoroughly, even while wearing a mask.

**ANNEX 5 - TEMPLATE
QUESTIONNAIRE FOR
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 - o Nausea/Vomiting
 - o Diarrhea
- Have you been in contact with someone with a proven infection with Covid-19?
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The health and safety of all participants at FIS Events including the athletes, team members, officials, volunteers, service providers, broadcasters, media and spectators has the highest priority. The organisers and medical services are sincerely thanked for their engagement to enable the safe organisation of FIS competitions.
