

Technical Delegate Checklist – COVID19 Control Measures



Event Name & Date:

Pre-event (Planning phase):	Yes or No
Technical team has been confirmed ideally 30 days prior to event and vulnerable officials recognised – assigned to appropriate positions	
Officials to perform roles on motorbikes have been informed well in advance and have confirmed they have accepted this role. It is recommended they have their own motorbike helmet	
Event organiser has communicated to participants regarding physical distancing and behaviour at the venue was sent in advance (we recommend using multiple channels – emails, text messages, social media)	
Event organiser will be distributing ample supply of masks, hand sanitiser (washing points) and gloves	
Event organiser’s briefing is published online or planned in a safe manner onsite	
Event organiser’s signage for social distancing and hygiene is produced, allocating different bike check-in times and registration times if required, participants only bringing necessary gear and not bringing family/ friends	
Event organiser’s plan for transition area with a nominal 2m spacing between bikes (optional)	
The venue is designed in a way that allows for smooth flow and mitigates crowds (incl. mount/dismount line, transition design – separate entry/exit, ideally one-way flow course, etc.)	
Swim start is in waves or rolling and cycling is non drafting	
Finish and post event recovery is large enough to mitigate congestions	
Event medical plan is present with attention to COVID-19 factors	

Pre-event (On location)	Yes or No
After arrival onsite, check the “Planning phase” deliverables	
Appropriate social distancing measures have taken place at athlete and technical briefing	
Adequate signage with sanitisation protocols are visible in key areas around the venue	
Appropriate social distancing measures are taking place at bike check-in. Officials are conducting visual checks only – no physical touching of participants equipment allowed unless wearing gloves and appropriate measures are followed as states in the ‘TA Guidelines – Smart racing COVID19’	
Penalty box is large enough to accommodate social distancing between athletes and officials	

During Event:	Yes or No
Officials are wearing masks and gloves (if they are in high density area)	
Aid stations have sufficient supplies e.g. extra trash bins and liners, sanitation supplies	
Start area is wide and wave starts are of appropriate size and frequency	
Athletes are avoiding running directly behind each other	

Post Event:	Yes or No
Athletes are being guided through finish area by marshals or medical	
Debriefs are kept short and to the point – any additional feedback can be emailed to the TD	

TD Notes:

Please retain this document for 14 days after the event. Any critical non-conformances should be reported in the **Recommendations** and/or **Final Comments** sections of the event’s Technical Report in the sanctioning portal.