



OPERATION MANUAL

Covid-19
10/09/2021



Introduction

You will find in this manual useful information in regards to safety, measures that must be respected, and good practices to follow so as to ensure safe resumption of activities at the Circuit of Spa-Francorchamps.

It is of paramount importance that these safety measures are respected. Your health, and the health of all those present on the site, depends on it. We are calling on your sense of responsibility during this unprecedented period.

Information contained in this document aims to guarantee that motor sport activities can take place in the safest way possible according to the measures enacted and respecting the health requirements related to the Covid 19 pandemic. The resulting measures are based on the official regulations currently in force. They are obligatory and must be strictly implemented.

Failure to respect the rules set out in this manual and on the site will not be tolerated and will result in exclusion from the site for the entire 2021 season.

This manual is subject to change and to the future decisions of the Belgian Government's Coordination Committee.



I. General rules: how to avoid contamination

Covid-19,

comment éviter une contamination ?

hoe voorkom je een besmetting?



Respectez les consignes édictées dans la Charte du Circuit.

Respecteer de instructies die vermeld staan in het Charter van het Circuit.



Si vous êtes malade, rentrez chez vous.

Indien u ziek bent, gaat u naar huis.



Vous devez OBLIGATOIREMENT porter un masque EN TOUTES CIRCONSTANCES.

U bent verplicht om onder alle omstandigheden een mondmasker te dragen.



Évitez les contacts rapprochés (1,5 mètre de distance minimum) ou portez obligatoirement un masque.

Vermijd nauwe contacten (1,5 meter) of draag verplicht een mondmasker.



Lavez-vous régulièrement et soigneusement les mains à l'eau et au savon ou au gel hydroalcoolique. Comptez entre 40 et 60 secondes par lavage.

Was regelmatig uw handen grondig met water en zeep of met hydroalcoholische gel. Neem hiervoor de tijd: tussen 40 en 60 seconden voor een wasbeurt.



Toussez ou éternuez dans un mouchoir en papier ou dans le pli de votre coude.

Hoest of nies in een papieren zakdoek of de binnenkant van je elleboog.



Utilisez des mouchoirs en papier et jetez-les dans une poubelle fermée.

Gebruik papieren zakdoeken en gooi ze nadien in een gesloten afvalbak.



Évitez autant que possible de vous toucher le visage avec les mains.

Probeer zoveel mogelijk te vermijden dat uw handen uw gezicht aanraken.



Si vous pensez être porteur de symptômes, contactez le +32 477 56 08 91.

Als u denkt dat u symptomen heeft, bel de +32 477 56 08 91.

II. What are the symptoms of Covid-19?

The most common symptoms are:

- fever,
- fatigue,
- new or worsening cough
- loss of taste or smell
- new or worsening breathing difficulty
- muscle soreness and pains,
- nasal congestion,
- runny nose,
- loss of appetite
- episode of confusion
- sore throat,
- diarrhoea.



If you have exhibited any of these symptoms in the 14 days prior to your visit, please do not come to the Circuit of Spa-Francorchamps and contact your doctor.

If you display one of these symptoms after being present on the Circuit or you have been contacted as being a “contact person” by the tracing committee you must immediately contact our Covid Coordinator +32 (0)478 42 00 97, your Covid point of contact or our medical service.

In this case, in order to be able to interrupt the possible clusters of infection at an early stage, the first step must consist of ensuring the separation of people who are suspected of being infected. The person or persons affected must be separated individually and their “contact cases” identified and isolated, in such a way that no further contact with other people can take place.

III. What to do if you have been in contact with someone who has tested positive?

Do not come to the Circuit and get in touch with your doctor.

IV. What to do if you have tested positive?

Scrupulously follow the instructions of the medical authorities.

V. Instructions and good practices

1. Self-screening

Look out for the symptoms mentioned in Point II.

If you are exhibiting any of these symptoms, stay at home and contact your doctor.

If you display one of these symptoms while you are present on the Circuit or you have been contacted as being a “contact person” by the tracing committee you must immediately contact our Covid Coordinator +32 (0)478 42 00 97 or the Circuit’s medical service.

2. Hand hygiene

Regular hand washing is also a priority under the measures introduced. Soap and/or hydroalcoholic gel is available on the site.

To be effective, please wash your hands with hydroalcoholic gel for a minimum of 30 seconds or with soap and water for a minimum of 60 seconds



3. Moving around within the buildings

You must not enter a building or premises without a valid and justified work-related reason, and you must wear your mask whenever moving around inside the buildings.

There will be enhanced cleaning of offices, workshops and toilet areas. Cleaning solution must be used on all shared equipment.

VI. Travelling in Belgium

Regulations in regards to travel are subject to changes; you will find all information on <https://www.info-coronavirus.be/fr/voyages/>

VII. Access to the Circuit – Covid Safe Ticket

The Circuit of Spa-Francorchamps welcomes more than 400 people onto its site every day, up to the end of the driving season (15 November 2021 or the end of use of the Covid Safe Ticket if this has become obsolete following a subsequent decision by Codeco), and its activities will be considered as an ongoing mass event.

From now on it is subject to the use of the Covid Safe Ticket (CST). That will allow the public to return during days of track days, and for the holding of sporting events and competitions, the return of B2B/B2C activities (guided tours/track introductions, seminars and so on.)

A daily check of the Covid Safe Ticket will thus enter into force from the 20 September as part of the instructions resumed again in the “FAQ-events” – from 1st of September 2021” published by the authorities.

A request for authorisation from the municipalities of Stavelot and Malmedy will be **OBLIGATORY** for organisers of competitions and/or events and incentives +.

1. What are the applicable rules arising from the use of the CST?

- **Participants must present a Covid Safe Ticket / Digital Covid Certificate at the entrance (along with a ticket for access to the event if a paid ticket is required). A CST is uniquely valid in the following cases:**
 - The person has a vaccination certificate: full vaccination + two weeks (this applies for all types of vaccines);
 - Or the person has a Certificate of Recovery: period of validity begins 11 days after the first positive PCR test and ends 180 days after the date of this first positive test;
 - Or the person presents a PCR test with a negative result
For the PCR: validity = day of test + 48hr (2 days)



- Or presents a negative rapid antigen test (RAT) carried out by a correctly trained health professional giving a negative result:
For the RAT: validity = day of test + 24hr (1 day)

NB Self-tests are not valid!!

- If the **CST is used, CERM/CIRM must not be completed (BUT an authorisation must however be requested from the local authorities).**

- We also **draw your attention to the fact that the following decisions remain applicable (and corresponding to the decisions already taken by the Coordination Committee):**

- The control on access must be strict. The CST is personal, the identity of each person must also be verified.
- Remaining on the site of the event and possibly sleeping there is possible but means that the organiser must verify the validity of the Covid Safe ticket once a day, either upon entry to the site, or on the camping site: methods must be put in place by the organiser to be able to (re)monitor the Covid Safe ticket according to the conditions as stipulated in the agreement of cooperation and its agreement of application.
- If the CST has expired, the participant will be asked to leave the site immediately and he/she must be accompanied to the exit or up to a testing facility present on the site and to remain there while awaiting a new result of a negative test that will be recorded according to the rules in force.
- These rules must be respected during the organisation of your event, if not then the event cannot take place.

The organiser and the local authorities, who authorise the organisation of an event, must verify that these conditions are respected.

2. Who can obtain a CST?

The Covid Safe Ticket is the result of scanning the digital EU-COVID certificate via the app COVIDScanBE in order to regulate access to a pilot project or to a mass event in the context of the COVID-19 pandemic. The Covid Safe Ticket thus allows the domestic use of the digital EU-COVID certificate.

The Covid Safe Ticket can only be generated for the individuals who have obtained a vaccination certificate, a test certificate or a certificate of recovery **in an EU member state, or in the European Economic Area, (Vatican City, Andorra, San Marino and Monaco are assimilated to the EEA) or the United Kingdom or in Switzerland. People who come from countries other than those mentioned must have a negative PCR test.**



Non-residents may also obtain the CST. To do this, they must ask for an activation code (CTPC code) via www.mijngezondheid.be (<https://www.masante.belgique.be/#/covid-19/prescriptions/request>). They can then ask for their result and their certificate via the app (request result via ctpc) or via <https://www.masante.belgique.be/#/covid-19/test-result>.

3. Applications by countries

https://ec.europa.eu/info/live-work-travel-eu/coronavirus-response/safe-covid-19-vaccines-europeans/eu-digital-covid-certificate_fr#comment-les-citoyens-peuvent-ils-obtenir-le-certificat

4. From what age must a negative test be presented in order to be admitted on the site?

The Covid Safe Ticket is applicable for children over the age of 12. It is not required or applicable for children under 12 years old (these children thus have access to the event without a Covid Safe Ticket).

Processing involves the scanning of the digital EU-COVID certificate or of the Covid Safe Ticket generated by the holder in order to regulate that access to the site is only legitimate for those over 12 years of age who are holders of a digital EU-COVID certificate.

5. Who is entitled to verify the CST via the CovidScanBe app?

The digital EU-COVID certificate and the Covid Safe Ticket generated by the holder can only be read for the purposes of monitoring and verification:

- If the certificate holder fulfils the conditions of access on the site; and
- If the identity of the person wishing to access the site matches the first name and surname on the Covid Safe Ticket.

Monitoring and verification are carried out by:

- the people responsible for checking access to the event. These may be marshals or volunteers on condition that their details are in the list compiled by the organisation. They are people designated by the organiser – without any particular status or training.
- Or the staff of the security firm or internal security service (such as set out in the law of 2 October 2017 regulating private and personal security).

It follows from the foregoing that volunteers may carry out the checking of tickets and monitor access (in order to verify the identity of the CST holder and access to the event). The volunteers may be assisted by personnel from a security company, but this is not obligatory. The rules on data protection must be respected.



Only these persons may, on the basis of the Covid Safe Ticket, refuse access to an event. They can refuse access by using the module “event” on the COVIDScanBE app.

For the organisers of competitions and/or events and incentives +, verification of the Covid Safe Ticket must be organised in advance of verification of the access ticket (if this is applicable for events) in order that bottlenecks are not created for access to the site if people do not have to have CST or if their result implies a refusal of access to the site.

Organisers must supply a list of all the people who are in charge of monitoring the CST of the participants during competitions and/or events and incentive +.

6. In the buildings

Wearing a mask remains a requirement when moving within the buildings, except if the organiser manages the entirety of the rooms for air quality.

The rule as regards air quality is the following:

A counter device to measure air quality (CO₂) must be installed in each **enclosed space** of the facility where the event is taking place. At least one counter device to measure air quality must be present in each distinct area where the event is taking place and/or where there are queues of people. It must be installed in the centre of the room, in a position that is easily visible for the participant. The directive on air quality is 900 ppm of CO₂. When it is above 900 ppm, the organiser must formulate an action plan to ensure that there are compensatory measures for the quality or the purification of the air.

7. Measures applicable in the Horeca (catering) sector

Activities may take place both outside and inside, in accordance with the [sectoral protocol](#).

There are no longer any restrictions in regards to hours of opening and closing (including for in-home service), the number of people at the table, distance between the groups of people at the table, the terraces, the noise level and bar service. The obligation to have only organised and seated places is also removed.

The use of a device to **measure air quality (CO₂) is mandatory** in indoor spaces. This device must be installed in such a way that it is visible for visitors in each separate room of the establishment that is intended for consumption of drinks or meals.

The target standard of 900 ppm CO₂ is to be applied. Between 900 ppm and 1200 ppm, the operator must formulate an action plan to guarantee compensatory aeration measures of ventilation and/or air purification to bring the CO₂ rate below 900 ppm. Once above 1200 ppm, the establishment is compelled to close.

Customers (above the age of 12) must wear a mask or an alternative fabric one when they are not seated at a table or at the bar. If this is not possible for medical reasons, a face



screen may be used. People who cannot wear a mask, an alternative in fabric or a face screen, because of a disability situation certified by a medical certificate, are not bound by this obligation.

HORECA protocol: <https://economie.fgov.be/fr/themes/entreprises/coronavirus/activites-economiques/coronavirus-conseils-pour-les>

8. Showers

The changing rooms and showers accessible for professional competitions and for amateurs with implementation, by the organiser, of regular cleaning of the facilities. (Adeps Protocol)

VIII. Obligations of the organiser

The organiser is obliged to ensure that the regulations and measures applicable will be implemented and respected.

The organiser is also obliged, with respect to competitions and incentives + to apply for authorisation of their event from the municipalities of Stavelot and Malmedy. A list of persons carrying out the checks on the Covid Safe Ticket will be supplied.

It is crucial that these measures are respected to ensure a safe return and to comply with the guidelines issued by the Coordination Committee.

NO EXCEPTIONS will be made.

We are delighted to host you and we would like to thank you for your understanding.



Place and date
Signature

Name of the organiser