



Return to Racing Guidelines for Officiating

May 7, 2020

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Table of Contents

3	Officiating Team Considerations
4	Lodging Considerations
4	Head Official Communications
5	Briefings (pre-event)
5	Race Day
10	Travel Recommendations

The Return to Racing Guidelines for Officiating is intended to communicate what changes race directors should expect, why they are necessary and how to prepare for those changes.

Officiating and Rules Enforcement:

1) Officiating Team Considerations

- a) Consider best option for your event, race format and course design
 - i) Requesting USAT Certified Officials
 - (1) Request via the sanctioning process
 - (2) Regional Officials Coordinator (ROC) will contact the Race Director with staffing options
 - (3) Dependent upon event size/race format, official availability, and when possible, the ROC will work with the Race Director to:
 - (a) Optimize the size of the officiating team
 - (b) Keep officiating team to the absolute necessary
 - (c) Limit travel
 - (4) Officials Reimbursement
 - (a) Consider electronic payment options
 - (i) To be agreed upon between Official and Race Director
 - ii) Self-Officiating
 - (1) Consider available options and resources to ensure a fair event
 - (a) If no or minimal volunteer marshals are available, consider requesting USAT officials
 - iii) Motorcycle and Driver for officials
 - (1) Officials discretion
 - (2) Subject to availability

- b) Amount and location of officials / volunteer marshals
 - (i) Staff key areas as necessary and agreed upon by Head Official
 - (ii) Some areas may require more officials or volunteer marshals to best promote fairness, hygiene and physical distancing include:
 - (a) Transition Area
 - (b) Run Course
 - (c) Finish/Results Area
- c) Supplies: have ample hand sanitizer, masks, gloves, and other essentials on hand to keep officials and volunteer marshals well equipped to do their jobs
 - i) Gloves: Not ALL officials and volunteer marshals need gloves. Remember, gloves only protect the person wearing the gloves. Dirty gloves can transmit disease in the same fashion as dirty hands without gloves. Gloves should only be worn in close proximity to athletes, during equipment inspections, or other areas as necessary where transmission of disease or dirty substances is high

2) Lodging Considerations

- a) Lodging for Officials (if needed)
 - i) Consider physical distancing guidelines may require arranging single occupancy, unless members of officiating team are cohabitants

3) Head Official Communications

- a) Head Official
 - i) Head Official will contact Race Director after receiving assignment and coordinate officiating logistics with Race Director and officiating team
 - (1) Starting 4-6 weeks prior to event until post-event

4) Briefings (pre-event)

a) Virtual vs. In-person

i) Virtual is recommended

- (1) Use Pre-recorded Rules briefing and/or host Virtual Rules Briefing (Zoom/Google Hangout/FB Q&A) in advance of the event (coordinated by Head Official)
- (2) Post to YouTube for athletes who cannot attend the live briefing.
- (3) In-person briefings should only occur once mass gathering restrictions are relaxed
 - (a) Consider multiple briefings
 - (b) Adhere to gathering thresholds

ii) Rules Ambassador, if available

- (1) Consider Rules Ambassadors to assist with briefings

iii) All rules and enforcement procedures should be communicated to the participants including normal and modified policies and procedures to officiating based on physical distancing and increased hygiene measures, courses, rules, etc

5) Race Day

a) General Considerations

i) Encourage role model behavior

- (1) More athlete self-reliance may be needed
- (2) Ethics of participation
- (3) Respect of each other
- (4) Urge everyone to follow the guidelines and observe the rules
 - (a) Following the rules of the sport are the cornerstone of self-regulation

- ii) Race Numbers
 - (1) Race numbers must be provided, either as tattoos, self-body marking or paper and must be visible/readable during all segments of the event
- b) Officials Team Meeting (head official/assistant officials/volunteer marshals)
 - i) Head Official will coordinate officiating team, confirm assignments, placement, plans, processes and timelines
- c) Transition Area
 - i) Equipment Checks
 - (1) All equipment check should be carried out as visual checks
 - (2) The officials or volunteer marshals may need to do a physical check of equipment
 - (a) Any official or volunteer marshal performing a physical check of an athlete's equipment should be masked and gloved, replacing gloves after and between inspections
 - (b) In this case, sanitary wipes should be available to athletes for wiping down equipment after official or volunteer marshal have checked the equipment
 - ii) Bar-ends
 - (1) Consider visual checking for bar-ends at transition entrance
 - (2) Consider having one volunteer handing out bar-ends to athletes to repair their bikes
 - (a) If missing bar-end is identified when athlete is not present, any volunteer repairing missing bar-ends should be masked and gloved
 - (3) An alternative is to have bar-ends spread out on several tables for athletes to grab themselves (with staff/volunteers monitoring)
- d) Racking
 - i) Consider numbered racks, this will ensure athletes have an individually designated corral area, as defined by race management

e) Penalties

- i) Per USAT Competitive Rules and officials program procedures
 - (1) In the case of a warn and amend citation, maintain physical distancing
- ii) In the case of utilizing a Penalty Tent
 - (1) If using a penalty tent/box/defined area
 - (a) These areas should be designed in a way to adhere and respect any event guidelines on physical distancing between the penalized athletes and the penalty tent staff, as well as other athletes present in the penalty area
 - (b) If an official or volunteer marshal comes in contact with an athlete, they should replace their glove and use wipes to wipe the area of the body that was touched

f) Swim

- i) Consider allowing athletes to leave footwear at swim exit
- ii) If participatory event or participatory wave at event, consider allowing athletes to wear buoyancy shorts when swim is not wetsuit legal
 - (1) When participants are deemed “participatory” they may receive results for the event, but would not be eligible for age group awards or results submitted for USAT rankings

g) Mount/Dismount Line

- i) Ample volunteers and staff should be positioned at the mount/dismount line to keep athlete flow as it can become congested
- ii) Consider zones, corridors or lanes with appropriate spacing for incoming (dismount) and outgoing (mount) athletes
- iii) Consider spacing for athletes during the mount/dismount maneuver
- iv) Consider athletes may drop a gear during mount/dismount maneuver
 - (1) If during dismount maneuver, consider having a volunteer direct athlete to collect gear before exiting area

(a) An alternative is to have a designated volunteer to collect and place in a designated area for athlete retrieval, volunteer should be gloved and masked

h) Bike

i) Provide the best possible athlete distribution on the bike course to support physical distancing

(1) For a non-draft legal format, USAT Bike Position Rules should be followed, which discourages cyclists riding in close proximity

(2) For noted exceptions within the rules, it is recommended cyclists avoid riding directly behind another cyclist

i) Run

i) It is recommended a runner avoid running directly behind or alongside another runner

j) General Course Behavior

i) Reducing Expectorants around others

(1) Coughing, spitting, phlegm, nose blowing

ii) Consider and respect physical distancing when around other athletes

iii) Consider the use of verbal cues when passing other athletes

iv) It is recommended athletes avoid sharing incidental items such as, food and drinks, pumps, tubular tires, inner tubes and puncture repair kits

k) Officials Debrief

i) Location where physical distancing can be respected

ii) Violation reporting (documented citation of observed rules violations)

(1) Paper or electronic reporting to Head Official

(2) At Head Officials discretion, assistant officials and/or volunteer marshals may submit citations electronically to Head Official

(a) Submit form, photo or transcription via text or email

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- (i) May require post submission of electronic form post event
 - (b) Head Official will review submitted citations for penalty application
 - I) Head Referee Report (Penalty Report)
 - i) Communication with Timer (to be agreed upon between Head Official and Timer)
 - (1) In-person or electronically
 - (2) Timer to provide Head Official with a report of top ten splits, participants who started in an earlier and improper wave, identified course cutting or anything that requires review by the Head Official for penalty assessment
 - (a) There are no adjustments to finish times, other than the addition of penalty times
 - (3) Head Officials to submit Head Referee Report to Timer for application to results
 - (4) Required signatures may be electronic (Timer and Head Official)
 - (a) A signed copy must be retained by the Timer, Head Official and posted for athlete review
 - (5) If the Timer identifies any course cutting after the Head Referee Report is submitted, or post event, it must be submitted to the Head Referee for review and/or penalty assessment
 - (a) If penalty applied, Head Referee will update Head Referee Report and submit to Timer who will apply to results
 - ii) Posting of Head Referee Report
 - (1) Posted by Timer or Head official
 - (a) On site in results area or other designated area, this area should be clearly communicated to participants
 - (i) Location where physical distancing can be respected
 - (b) Electronically, posted with results
 - (2) Competition Violation Due Process
 - (a) In-person, on site, or electronically

- (i) If on site, and head official present on site, designated area with physical distancing protocols
- (ii) Option to text with Head Official at event site up to one hour after posting
- (iii) Post-race
 - 1. Following event, email Head Official up to 10 days after event date, at which time results will be final

(3) Post Event

- (a) Head Official will complete and submit post-race reporting to Regional Officials Coordinator (ROC) and Commissioner
- (b) Race Director submits Evaluation of Official Form to USAT
- (c) ROC may also reach out to Race Director regarding satisfaction with officiating and officiating team

6) Travel Recommendations

a) Infection Prevention Measures:

- Wear a facial covering when in public
- Physically distance > six feet at rest and during normal activities, and > 12 feet when exercising
- Avoid shaking hands and other unnecessary physical contact
- Avoid sharing of equipment
- If sick, do not travel
- Schedule a COVID-19 test to be completed upon return
- Use hand sanitizer or wash your hands after touching any surface
- Limit use of public restrooms, locker rooms, etc.
- Clean and disinfect everything
- Minimize community activities outside your home in advance of any travel

b) Air Travel:

- When possible, choose direct flights or those with minimal layover time
- Adhere to facial covering policies
- Consider wearing eyeglasses/eye shields
- Avoid touching your eyes, nose or mouth
- Wash your hands frequently for at least 20 seconds with soap
- Use and carry hand sanitizer with at least 60% alcohol
- Avoid touching other travelers' belongings
- Wipe down arm rests, tray tables, video monitors and seat belts with antiseptic cleanser while wearing gloves
- Bring your own food and water on the flight
- Adhere to > six feet of physical distancing, including through security and at gate areas
- Avoid airport buses and trams, and if unavoidable, wear a facial covering and maintain as much physical distance as possible

c) Air Travel Checklist of Items to Bring:

- Facial coverings
- Eyeglasses/shields
- Hand sanitizer
- Antiseptic wipes
- Additional cleaning supplies for the hotel
- Disposable gloves
- Food and water
- Any necessary medications
- Thermometer to self-check

d) Cars/Vans/Ground Transportation:

- Public transportation should be used sparingly, including other shared ride services such as Uber and Lyft
- Drive alone in your own car
- If you need to carpool:
 - Keep the number of people as small as possible, don't exceed 50% of the normal capacity of the car, and maintain as much physical distancing as possible (> six feet is ideal)
 - Make every attempt to ensure your carpool group is always the same
 - Only carpool with roommates, training partners, or those within your household
 - Ensure that all individuals wear fitted facial coverings with multiple layers of fabric while in the car – bandanas and gaiters do not offer the same level of protection and are not recommended
 - Keep the windows rolled down enough to allow air to circulate in and out of the car

e) Accommodations:

- Recommendation is single occupancy rooms or staying with those within your household
- Wear a mask anytime you are outside of your room
- Use stairwells instead of elevators if possible. If you must take the elevator, try to ride alone.
- Stay > 6 feet away from other people in all public areas
- Request contactless delivery for room service orders
- Be aware of high touch areas such as television remote, phone, and any glassware
- Avoid congregation in rooms
- Make reservations, check-in and check-out online
- Request mobile room key and contactless payment methods
- Stay at hotels that implement the following infection prevention measures:

- Require staff to wear masks
- Plexiglass barriers at check-in counters
- Physical distancing requirements throughout hotel, including elevator
- Rigorous cleaning and disinfecting procedures for frequently touched surfaces
- Hand sanitizer dispensers located throughout the hotel facility
- Follow guidelines set forth by establishment
- Clean your hotel room with EPA approved products for COVID-19 using the CDC's cleaning guidelines. Simple recommendations include:
 - Cleaning the room with gloves and then throwing them away
 - Wiping down doorknobs, light switches, counters, faucets and remote controls with antiseptic wipes
 - Laying plastic down on carpets, if possible
 - Using your own bed linens and pillows
 - Using a portable air purifier or open windows if possible
 - Cleaning your own room regularly rather than allowing housecleaning to clean your room

Additional recommendations regarding overnight travel can be found here on the CDC website.

f) Food/Meals:

- Order food for take-out, curbside pick-up, or drive-through service when possible
- Wipe down tables, seats and armrest with disposable cleaning wipes
- Only remove facial covering when eating
- Limit your in-restaurant dining to outdoor locations with at least six feet distance between tables
- If physical distancing of at least six feet cannot be maintained at the table, only have one person at each

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- table, or only seat those who live or room together at the same table
- Avoid sharing a meal with others in indoor environments or when seated less than 6 feet apart
 - If possible, outdoor meals should be prioritized when in the presence of others
 - Avoid buffet-style eating when possible
 - If avoiding buffet-style eating is not possible:
 - Wash your hands immediately before and after going through the buffet line
 - Wear a fitted facial covering while in the buffet line
 - Maintain at least six feet of physical distancing while in buffet line
 - If you choose to make your own meals:
 - Attempt to use a grocery delivery service or arrange for a curbside pick-up

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These guidelines will be updated according to the latest information from the WHO, CDC and other health authorities, as well as the USOPC, ITU and other resources released on this topic.