



HEALTH, SAFETY & WELFARE PROCEDURE

Endurance Ireland Event Protection





Endurance Ireland Event Protection Procedure

Rev 1
Date: 09/06/20

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1.0 INTRODUCTION

This document is intended to consolidate practical guidance that is available at time of writing on how Endurance Ireland will run our events, once allowed under Government guidelines during the COVID-19 pandemic. It addresses risks to both event volunteers and attendees and possible public interaction and identifies measures that are to be implemented once the restrictions are eased.

2.0 Scope

This document specifies requirements to be implemented, maintained and improved on in order that Endurance Ireland continue to protect against COVID-19 spread. This document takes guidance from COVID-19 documentation from Horse Sport Ireland, HSE, the CIF & the NSAI's COVID-19 Workplace Protection and Improvement Guide.

This document covers Endurance Ireland's process for identification and defence against COVID-19 by addressing:

- Venues
- H & S Documentation Requirement
- Communication
- Traveling to event advice
- Pre-event health checks/questionnaire
- First Aid
- Tool use
- Behavioural approach
- Risk Assessment
- How to defend against the spread of COVID-19, Hygiene.

3.0 Communications

3.1 *Appoint a co-ordinator*

The Endurance Ireland Secretary shall perform the role as the COVID-19 Compliance co-ordinator. Endurance Ireland have a communication strategy in place to:

- clarify the club's procedures and policies
- ensure the relevant sections are communicated to all members, in particular, organisers of events
- co-ordinate with landowners such as Coillte regarding event procedure

3.2 *Communicating with members*

All communications will be sent via e-mail and text messages to all members and landowners where appropriate. In the event that we are notified that someone attending our event has been diagnosed with COVID-19 we will hand over the list of attendees and contact details that are collected at all of our events in line with Dept of Agricultural requirements to the HSE.



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4.0 Health advisories

Endurance Ireland shall refer to the latest public health advisories issued by HSE, Gov.ie and other government agencies as the situation evolves.

We would ask all of our members to be aware of the following and in the event that they are experiencing any of the symptoms to stay at home.

5.0 Symptoms and how COVID-19 is spread

The following symptoms may develop in the 14 days after exposure to someone who has COVID-19 infection:

- Cough,
- Difficulty in breathing,
- Fever (38.0° C [100.4° F] or greater using an oral thermometer).

Generally, these infections can cause more severe symptoms in people with weakened immune systems, older people, and those with long-term conditions like diabetes, cancer and chronic lung disease.

6.0 Spread of COVID-19

From what is known about other coronaviruses, the spread of COVID-19 is most likely to happen when there is close contact with an infected person. It is likely that the risk increases the longer someone has close contact with an infected person.

Respiratory secretions produced when an infected person coughs or sneezes containing the virus are most likely to be the main means of transmission.

There are 2 main routes by which people can spread COVID-19:

- infection can be spread to people who are nearby (within 2 metres) or possibly could be inhaled into the lungs,
- it is also possible that someone may become infected by touching a surface, object or the hand of an infected person that has been contaminated with respiratory secretions and then touching their own mouth, nose, or eyes (such as touching contaminated surfaces (e.g. door knob) or shaking hands then touching own face).

7.0 Control Measures for Organisers & Stewards

Endurance Ireland have undertaken a process to identify the potential risk points at their events to organisers and stewards and instigated the following control measures:

- Attendance at rides will be limited to members of Endurance Ireland, it is up to the organiser to define the number of entries their venue can hold while observing the HSE COVID-19 social distancing guidelines and the HSI 5m spacing rule for vehicles
- COVID 19 Officer to be appointed by Organiser for the event, this person must have completed COVID-19 training and have proof of same.
- Organiser to mark a route through the venue for riders to exit and enter the venue, where necessary arrange a steward to monitor this route to ensure enough space is maintained for riders to pass safely



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- All members must complete the attached questionnaire and return it to the organiser the night before the event
- All entries, including payments must be done online using our [itsplainsailing](#) page
- No money or entries are to be taken at the event to minimise interaction
- Organiser is to tick off entrants as they arrive and assign out times (min 10 mins apart) which is to be retained and sent digitally to the secretary so both mileage records can be maintained and a contact list of all attendees is recorded. Log books will not be completed at this time.
- No rosettes will be presented until after the pandemic due to the risk of infection
- Adequate parking must be available at the event to ensure 2m distancing can be maintained
- Venues where tracks are less than 3m wide must be one way only
- HSI signage (**see Appendix 2**) must be erected at all entrances to the venue and at each of the crew points if any

8.0 Control Measures for Event Attendees

Endurance Ireland have undertaken a process to identify the potential risk points at their events to ride attendees and instigated the following control measures:

- Attendance at rides will be limited to members of Endurance Ireland, at the request of HSI only one helper can accompany them on the day
- All attendees must take their temperature prior to leaving their premises on the morning of the event and are asked not to travel if their temperature is in excess of 37C
- All members must bring a high visibility vest in which to ride, Endurance Ireland vests will not be used until after the pandemic
- All members must complete the attached questionnaire and return it to the organiser the night before the event
- All members are required to familiarise themselves with this document and obey the directions inside and those given by the organiser. Failure to do so will result in disciplinary action being taken
- Riders must stay in the group they arrived with or are part of their community contacts
- Riders and attendees must maintain a 2m distance from other attendees at all times particularly those that are not part of their group ie no help to be given loading horses, helping other competitors to mount etc, with the exception of first aid or swapping of tack
- Riders must adhere to the out times that they are given
- When passing on the tracks, please maintain the 2m distance and do not form riding groups out on course
- **In the event that you feel any of the symptoms of COVID-19 in the days after our event please ensure that you contact any Committee Member or the C19 Co-ordinator**

9.0 Travelling to Events

In line with HSE guidelines, we would ask that attendees adhere to the guidelines below when travelling to our events

- **Single occupancy of vehicles is preferable.**
- Where single occupancy is not viable, it is advised that the shared use of a car/van/truck for travel is limited to two persons and only if the 2-metre social distancing can be maintained. Exceptions to this rule are illustrated in figures 9.1 and 9.2.
- Sit as far apart as the vehicle allows.

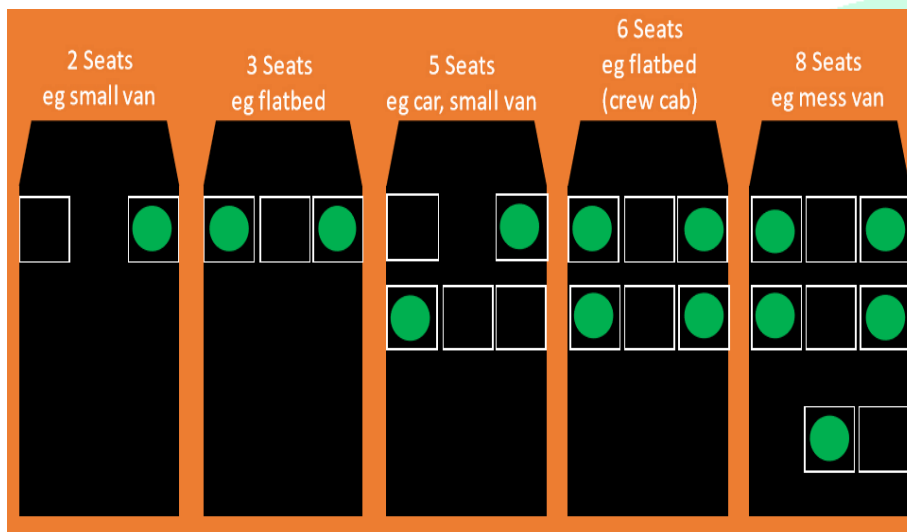


Figure 9.1: Road Vehicle Occupancy Restrictions

| Number of Seats | Max. Number Of occupants | Seating Arrangement |
|-----------------|--------------------------|---|
| 2 | 1 | 1 driver |
| 3 | 2 | 1 in the driving seat 1 in the far passenger seat |
| 5 | 2 | 1 in the driving seat 1 in the far passenger seat |
| 6 | 4 | 1 in the driving seat 1 in the front far passenger seat 1 in the rear off side passenger seat 1 in the rear near side passenger seat |
| 8 | 4 | 1 in the driving seat 1 in the front near side passenger seat 1 in the rear bulkhead off side passenger seat 1 in the rear bulkhead near side passenger seat 1 in the center passenger seat |

Figure 9.2: Road Vehicle Seating Arrangements

- When entering (and leaving) all vehicles, the driver should clean all common areas that are liable to be touched including the external door handles, keys and other internal furnishings as illustrated in figure 9.3.

● STEERING WHEEL ● GEARSTICK ● HANDBRAKE ● DOOR HANDLES ● RADIO AND INFOTAINMENT CONTROLS ● STEERING COLUMN STALKS (INDICATORS, WINDSCREEN WIPERS, CRUISE CONTROL) ● ELBOW RESTS ● SEAT POSITION CONTROLS ● DOOR FRAME



Figure 9.3: Parts of a Vehicle's Interior to Clean/Disinfect

- Keep windows at least partially open and (where possible) avoid using air conditioning.
- Keep personal items (PPE, clothes, lunch boxes etc.) separate.
- Wiping/cleaning down of contact points should be done using antibacterial wipes or a wet cloth with soap application, or equivalent. At least 70% alcohol solution is effective against coronavirus, and isopropyl alcohol won't do the main surfaces any harm. Micro-fibre cloths are ideal for cleaning all surfaces.
- Dispose of used wipes/cleaning materials in a designated bin/sealed bag and wash hands for at least 20 seconds.
- Note: Never use hydrogen peroxide on a vehicle's internal furnishings as it will most likely cause damage, as will excessively scrubbing seats and other surfaces. Additionally, do not use cleaning products containing ammonium on touch screens.

10.0 Health & Safety Documentation

The Endurance Ireland Safety Statement and Site Specific S & H Plan template have been updated to include COVID-19 assessments. All members to familiarise themselves with these changes.

11.0 Pre – Event Health Checks/Questionnaire

All attendees are required to complete the updated Questionnaire (**see Appendix 1**), located for the duration of the COVID-19 outbreak. If any person answers yes to the questions on COVID-19 please contact the C19- Coordinator or any member of the Committee immediately.



12.0 Hygiene Protocols and Equipment Required Trail Rides

Hygiene practices are important to prevent spread of COVID-19. Endurance Ireland request that all attendees comply with the HSE recommendations to prevent infection spread.

12.1 Ride Organisers

- As most of our venues do not have handwashing facilities, we ask that you bring anti-bacterial hand wipes or hand sanitisers (70% alcohol base) with you to the event and ensure that they are used regularly and especially
 - After coughing or sneezing and after toilet use
 - Before eating
 - If in contact with a sick person, especially those with respiratory symptoms.
- Touching your face should be avoided
- Wear gloves, however, maintain the procedures above when doing so, in order to avoid a false sense of security
- Cover mouth when coughing or sneezing
- Ensure all waste is appropriately disposed of (in a bag and brought away with you)
- Wear mask (if HSE guidance directs), however maintain precautions such as handwashing and distancing
- Physically distance yourself from all other attendees by at least 2m
- Ensure that no tools are shared and if they are being passed from one organiser to another, each should wipe them down with antibacterial wipes immediately on receipt and before passing to another organiser
- We recommend wearing safety glasses also as literature regarding Coronavirus suggests that affected droplets can get into the eyes and a person can become infected that way.

12.2 COVID-19 Officer

- Ensure the COVID-19 guidelines and sanitation measures are adhered to.
- Submit a certificate of compliance to the Club Secretary endurancesecretary@gmail.com within 48 hours of the event and copy to phayes@horsesportireland.ie

12.3 Ride Attendees

- As most of our venues do not have handwashing facilities, we ask that you bring anti-bacterial hand wipes or hand sanitisers (70% alcohol base) with you to the event and ensure that they are used regularly and especially
 - After coughing or sneezing and after toilet use
 - Before eating
 - If in contact with a sick person, especially those with respiratory symptoms.
- Touching your face should be avoided
- Wear gloves, however, maintain the procedures above when doing so, in order to avoid a false sense of security
- Cover mouth when coughing or sneezing
- Ensure all waste is appropriately disposed of (in a bag and brought away with you)
- Wear mask (if HSE guidance directs), however maintain precautions such as handwashing and distancing



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- Physically distance yourself from all other attendees by at least 2m
- Ensure no tack is shared
- Leave venue as soon as your horse is comfortable and safe to travel

13.0 Hygiene Protocols and Equipment Required Competitive Rides

Please note at present Endurance Ireland, based on risk assessments of the risk to the organisers, veterinarians and competitors have made the decision not to resume competitive rides as the risk of transmission of COVID-19 is too high and the control measures required too expensive. We will review this situation as the pandemic progresses.

These controls are in addition to those required for trail rides.

13.1 Vet Area

- Vet area to be set up with physical barrier, including trot up area
- Signage to be erected stating that no one is to enter this area unless called

13.2 Route

- Loop should be a minimum of 16km but this is permitted to reduce however multiple short loops should be avoided ie no 10km x 3 for a 30km ride.

13.3 Rider Zones

- Each rider to be given a zone which will include their vehicle, ideally this area to be surrounded by physical barriers once the rider has arrived but marks on the ground may suffice
- Horse is to be crewed and managed within this zone at all times except when being vetted
- Single person to bring horse to vetting and must wear full face shield in addition to disposable gloves and face mask
- Riders to be given arrival and start times, which are to be strictly adhered to, these times will be worked out by the organiser, based on the riders past performance, average speeds and terrain of route. Every effort will be made to ensure that riders are not catching up and passing each other however this is not something that will be within the control of the organiser. Routes will be as long as possible to minimise the number of loops, ideally 20-30km for a 80km ride.

13.4 Vet Writers & Veterinarians

- In addition to masks, full face shields to be worn when vetting horse, when not been worn shield is to be carefully stored in the boot of the vehicle being used by each party. Under no circumstances are the shields to be shared
- Gloves are to be changed after each veterinary inspection and all veterinary equipment is to be cleaned down with anti-bacterial wipes



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- Disposable suits are to be worn by veterinarian when vetting horses, ideally these would be changed between each vetting. At a minimum these are to be removed during non-vetting periods to prevent spread of the virus
- Physical barrier to be erected around vetting area, only one person allowed to bring horse to be vetted. Only one horse to be in the area when being vetted unless from the same yard.
- Times to be given for vetting and these are to be strictly adhered to
- Midway vetting – vet to be called for but horse and single person who is bringing horse to be vetted is to remain in their own zone until called to come to the vet area, this is the same procedure to be followed for the final vet inspection
- Vet sheet to be returned to club secretary who will send a scanned copy 7 days after the event to the rider (timing to allow any virus particles to have dissipated prior to handling by secretary, who will use gloves)

13.5 Crewing/Water Points

- Each crew point to have zones available to allow crewing to take place separately, at least 2 zones per crew point depending on the number of entries. Crew to set up and return to their vehicle until horse arrives in venue to prevent interaction with other riders on the course
- Trail riders to be advised of crew points and asked to maintain distances while crew are operational i.e. wait until crewing is finished to pass if there is not enough space to maintain 2m
- Each crew point to be only used once per loop to reduce crew numbers at zones
- Each horse to have max 1 no. crew, in any event only 1 persons to exit the vehicle at any crew point

14.0 First Aid

COVID-19 infects people through contact with the mucous membranes. First Aid Responders must think of these as being the mouth, nose and eyes. It does not infect through the skin.

The greatest element of risk for a First Aid Responder is transfer of the virus to the mucous membranes by contact of contaminated hands (including contaminated gloved hands) with the eyes, nose or mouth.

The key interventions to manage this risk are to minimise hand contamination, avoid touching your face and clean your hands frequently with soap and water or alcohol-based hand gel.

There is also a significant risk of direct transfer of the virus on to mucous membranes by droplet transmission, that is, by direct impact of larger infectious virus droplets generated from the person's respiratory tract landing directly in your eyes, nose or mouth. This risk is managed by use of appropriate PPE (mask and eye protection) and by providing the ill person with a mask to cover their nose and mouth when coughing or sneezing (respiratory hygiene and cough etiquette).

If, as a First Aid Responder, you can avoid close contact with a person who may require some level of first aid, do so. This, of course, will not be possible in the event of having to provide emergency lifesaving measures such as an incident of cardiac arrest, heart attack, choking, stroke.

First Aid Responders should be familiar with the symptoms of COVID-19, as per graphic below. You will need to perform a "dynamic risk assessment" based on the scenario you are presented with.



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14.1 Key Control Measures

Standard infection control precautions to be applied when responding to any first aid incident in the workplace. Hand washing with warm water and soap or an alcohol-based hand gel must be performed before and after providing any first aid treatment.

Any person presenting with symptoms consistent with COVID-19 should be treated as a suspected case.

In such cases, move individual to a first aid room / isolated room to minimise risk of infection to others.

Only one First Aid Responder to provide support/ treatment, where practical.

Additional PPE (enclosed eye protection and FFP3 mask if available) should be worn by First Aid Responders when responding to all first aid incidents where close contact cannot be avoided. Please also have a mask available to give to person if they are displaying symptoms consistent with COVID-19 to limit droplet dispersion.

If you suspect a person has experienced a cardiac arrest, do not listen or feel for breathing by placing your ear and cheek close to the person's mouth. If you are in any doubt about confirming cardiac arrest, the default position is to start chest compressions only until help arrives. To iterate the point, a person in cardiac arrest should have compression only CPR applied.

Persons with minor injuries (cuts, abrasions, minor burns) - where practical, a First Aid Responder should avoid close contact and advise the injured party what steps to take in treating their injury.

No reusable equipment should be returned to service without being cleaned/disinfected appropriately.

PPE Requirements

The following PPE must be available for responding to first aid incidents:

- Disposable gloves (nitrile/latex)
- FFP3 or FFP2 Face masks
- Disposable Plastic Apron / Tyvek Suit
- Enclosed eye protection

First Aid Responder must ensure that the mask covers both the mouth and nose and is fitted correctly to create an adequate seal to the face.

Following first aid treatment, disposable PPE and any waste should be disposed of appropriately and reusable PPE cleaned/disinfected thoroughly.

Wash hands thoroughly with warm water and soap before putting on and after taking off PPE.

Replenish PPE stock as appropriate. Liaise with your Project Lead or designated person to ensure any issues with first aid PPE are resolved in as timely a manner as possible.



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Appendix 1 Pre-Ride Questionnaire





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Pre – Event Questionnaire (Must be returned before 6pm the night before a ride event)

First Name: Surname:

Email Address: Mobile No:

I consent to receiving information that is pertinent to my safety and that of others from Endurance Ireland via text or email

Signature.....

- Have you visited any of the countries outside Ireland excluding Northern Ireland? Yes / No
- Are you suffering any flu like symptoms/symptoms of coronavirus covid-19? Yes / No
- Are you experiencing any difficulty in breathing, shortness of breath? Yes / No
- Are you experiencing any fever like/Temperature symptoms? Yes / No
- Did you consult a Doctor or other medical practitioner? Yes / No
- How are you feeling Healthwise? Well / Unwell
- Have you been in contact with someone who is currently in medically requested isolation? Yes / No
- No
- Have you attended a hospital or nursing home in the past 14 days? Yes / No

NOTE: When at our Events , please adhere to our standard procedures regarding infection control, i.e. hand washing/hand sanitising and general coughing/sneezing etiquette?

Next of Kin:

Tel No: Mobile No:

Approved to Attend Event

All contact information shall be held in a secure manner and only used for the purpose of Endurance Ireland updates & emergencies.
Should you become aware of any changes in circumstances while you are attending an Endurance Ireland Event, please notify the Organiser and/or the COVID-19 Officer



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Appendix 2 HSI Signage

Signage can be found at the link <https://www.horsesportireland.ie/covid-19/hsi-coronavirus-update-latest-health-advice/>

