	PROCEDURE	
GREYHOUND RACE MEETINGS – STATEWIDE COVID-19 SAFE STANDARD OPERATING PROCEDURE		
CONTROLLER: RACING OPERATIONS MANAGER	OWNER: CEO	
REVIEWED: JUNE 2020	SCHEDULED REVIEW: NOVEMBER 2020	

1. **PURPOSE**

The Tasmanian government has a plan to ‘Rebuild a Stronger Tasmania’. As part of this plan, all workplaces are required to have a COVID-19 safety plan that complies with the minimum COVID-19 safety standards. The purpose of this Procedure is to outline the protocols that demonstrate our compliance with the *Minimum Standards (Work Health and Safety Amendment Regulations 2020)*.

The Procedure demonstrates our ability to protect Tasracing’s workers and racing industry participants as we operate with new hygiene and safety protocols during the COVID-19 pandemic for the purpose of greyhound races at the venue.

Tasracing is committed to providing a healthy and safe working environment and has identified alternative ways to deliver its racing operational practices to limit the spread of COVID-19. It is imperative that we comply with the safety standards outlined in this Procedure to safeguard racing in Tasmania.

For the purpose of this Procedure:

“**we / our**” means Tasracing Workers, the racing industry participants, the Stewards and Racing Officials.

“**workplace**” means a place of work for Tasracing Workers and the racing venues, Ladbrokes Racing Centre (Launceston), Ladbrokes Park (Hobart) and Devonport Showgrounds (DAPS), where the race meetings are held.

“**venue**” means the Ladbrokes Racing Centre (Launceston), Ladbrokes Park (Hobart) and Devonport Showgrounds (DAPS) as applicable to the location of the race meeting.

The Australian Federal, State and Territory Governments have put restrictions in place to slow the spread of COVID-19. The National Cabinet have a 3-step plan to create a COVIDsafe society with new ways of living and working. This Procedure will be regularly reviewed and updated as these restrictions are

varied and to reflect the recommendations by the Governments and Worksafe Tasmania.

2. **SCOPE**

This Procedure applies to:

Tasracing:	Tasracing employees (including full-time, part-time, casual and fixed term employees), volunteers, contractors (security, Track Marshalls and suppliers to Tasracing) (collectively referred to as Tasracing Workers)
Racing Industry Participants	All industry participants and other persons that are permitted to attend greyhound meetings at the venue.
Stewards	Stewards of the Office of Racing Integrity (ORI).
Racing Officials	Includes judges, vets, track workers, attendants, permitted Club Committee members, permitted club employees and permitted volunteers and any other position deemed to be a Race Official by Tasracing or ORI.

3. **CORONAVIRUS**

3.1 COVID-19

Coronaviruses are a large family of viruses that cause respiratory infections. These can range from the common cold to more serious diseases. Coronavirus is a disease caused by a new form of coronavirus. It was first reported in December 2019 in Wuhan City in China and the disease outbreak is named COVID-19.

3.2 Symptoms

Symptoms of COVID-19 include fever, coughing, sore throat and shortness of breath. If you have any of these symptoms **do not attend** your workplace or a race meeting.

3.3 Protect others and stop the spread

It is a requirement that all Tasracing Workers, Racing Industry Participants, Stewards and Racing Officials practice good hygiene, social distancing and understand when to self-isolate if you need to. These practices will slow down the spread of the virus.

Good hygiene
means:

- wash your hands often with soap and water. This includes before and after eating and after going to the toilet;
- use alcohol-based hand sanitisers when you can't use soap and water;
- avoid touching your eyes, nose and mouth at all times;
- maintain good hand, sneeze and cough hygiene;
- clean and disinfect surfaces you use often such as benchtops, barriers and doorknobs;
- clean and disinfect objects you use often such as mobile phones, keys, wallets and work passes; and
- increase the amount of fresh air by opening windows or utilising air conditioning.

Social distancing

The more space between you and others, the harder it is for the virus to spread. Social distancing in public means you keep 1.5 metres away from others wherever possible and avoid physical greetings such as handshakes.

Self-isolate

A person with COVID-19 or suspected to have the virus must enter mandatory isolation. You will need to isolate to prevent the spread of the virus to others at your home if it is suitable, hospital if you need hospital care or another location if needed as decided by the public health authority.

4. RESPONSIBILITIES

Role	Responsibility
Chief Executive Officer	<p>The CEO is responsible for:</p> <ul style="list-style-type: none"> • implementing this Procedure; • monitoring the effectiveness of the Procedure (proactive risk management of determining the effectiveness of the control measures); and • continual improvement of the Procedures.
Track Marshalls	<p>The Track Marshall is responsible for:</p> <ul style="list-style-type: none"> • providing on-site education and ensuring compliance of this Procedure by all permitted attendees at a race meeting at a venue; • monitoring and reporting compliance of the Procedure by all permitted attendees at a race meeting at a venue and • reporting the effectiveness of the Procedure controls; • recommending improvement opportunities to the CEO; and • seeking continuous Procedure improvement for enhanced compliance.
Security	<p>Security is responsible to sight and confirm that all permitted persons entering venues provide the necessary documents and meet any other requirements before entry.</p>
Tasracing Workers	<p>Tasracing Workers must comply with this Procedure and assist the Track Marshalls and Officials in ensuring that all permitted attendees at a race meeting comply with this Procedure.</p>

	Tasracing Workers are responsible for identifying improvements to compliance controls and reporting them to the CEO.
Racing Officials	Racing Officials must comply with this Procedure and provide written recommendations for improvements for enhanced compliance controls to the CEO.
Racing Industry Participants	Racing Industry Participants have a responsibility to understand, observe and comply with this Procedure and related procedures, and to identify and report improvements to enhance compliance controls to the CEO.

5. GREYHOUND RACE MEETING REQUIREMENT

5.1 Executive Summary

Greyhound race meetings are to be conducted at the venue with no more than 20 people in any one operational location of the racecourse facilities.

Tasracing's greyhound race meetings will be managed strictly in-line with this Procedure and WorkSafe Tasmanian's Guidelines for COVID Safe Workplace operations.

6. GREYHOUND RACE DAY PROTOCOLS

6.1 Before Leaving Home

Do not attend the race meeting if you feel ill or have any of the symptoms outlined in section 3.2.

If you identify with any of the below conditions, you **MUST** stay home and not attend any race meeting:

- you are suffering COVID-19 symptoms or are otherwise unwell:
- you are subject to self-isolation requirements imposed by the Government / Public health authority; or
- you have been in close contact with a person suspected or confirmed to have COVID-19.

6.2 People most at risk of COVID-19

People aged 70 years and over, people aged 65 years and over with chronic medical conditions, people with compromised immune systems, and Aboriginal and Torres Strait Islander people over the age of 50, are at greater risk of more serious illness if they are infected with COVID-19. Chronic medical conditions include but are not limited to diabetes, lung disease, heart disease, cancer and kidney failure. There is currently no cure or vaccine for COVID-19, or immunity in the community, so you must exercise a high degree of caution when deciding to attend a race meeting.

Tasracing strongly recommends that people most at risk continue to stay at home, avoid contact with others and carefully consider whether attending a race meeting (including accessing licensed kennels) will compromise their health. Should you attend a race meeting, Tasracing reminds you to practice good hygiene and social distancing measures to best support your health and wellbeing.

6.3 Venue Restrictions and Hygiene

In addition to the good hygiene requirements outlined in section 3.3, the following procedures will take place at venues for all greyhound race meetings:

- no food or drink will be available to participants or staff at the venues;
- participants will not be permitted to access any parts of the racing venue that are being utilized by the racing club for private hospitality purposes;
- doors will be left permanently open where possible to allow throughway access without touching surfaces;
- disposable gloves will be provided by Tasracing to all permitted persons attending the race meeting to wear if they wish;
- hand sanitiser will be supplied at the entry to the venue, toilets, scales, starting boxes and catching pen area;
- all attendees will be required to wash/sanitise their hands thoroughly throughout the race meeting;
- all workstations will be wiped clean before use and after a race meeting in accordance with the cleaning procedure.

6.4 Race Venue Entry Protocols

The venue will have only one designated entry point. Photo ID must be presented to Security by ALL permitted persons seeking entrance.

Security staff will check every attendee off the official approved attendee list supplied by Tasracing for race day.

6.5 COVIDSafe App

Tasracing encourages all persons to play an important role in helping stop the spread of COVID-19 by downloading the COVIDSafe app. The app can be downloaded at the following link: <https://www.health.gov.au/resources/apps-and-tools/covidsafe-app>.

Downloading the app is something you can do to protect yourself, your family and the racing industry. The app helps expedite contact tracing and serves to benefit the racing industry in the event the app user tests positive for COVID-19.

If you do not wish to download the app or do not have a smartphone to download the app, Tasracing recommends that you maintain a travel log to perform a similar function.

6.6 Travel Log Requirements

The recommended minimum amount of travel details to be kept by anyone attending a race meeting (who do not have the COVIDSafe app) is as follows:

- date;
- name of person(s) making the journey;
- departure address; and
- location of all stops during the journey to the race meeting; including the name and address of any business visited (service station or takeaway food outlet etc).

6.7 Fever Testing

Fever testing will be conducted at the venue entry. Any race day staff or racing industry participants will be refused entry at the venue if they display any of the following symptoms:

- temperature above 38 degrees Celsius;
- cough; or
- any flu or cold-like symptoms.

A hygiene station will be located at the venue entrance.

6.8 Transport Controls

On commencement of the journey to a race meeting, you are to avoid unnecessary toilet, food, petrol or other stops.

Tasracing encourages all participants to use the COVIDSafe app while travelling to attend a race meeting. If the app is not used, Tasracing recommends all participants to maintain a travel log while travelling.

6.9 Social Distancing

In accordance with section 3.3, you are required to comply with the strict social distancing requirements while attending a race meeting. A minimum distance of 1.5 m between any two personnel is required. If any person fails to adhere to this social distancing requirement, Security and Track Marshalls will have authority to direct a person to leave the venue.

6.10 Duties of Track Marshalls

Track Marshalls shall be present at every race meeting and will monitor all areas of the venue as required.

Track Marshalls will be responsible for ensuring all documented protocols in the Procedure are adhered to by all permitted persons attending the race meeting.

Track Marshalls may demand identification information and will be authorised to report breaches to the Stewards. They will be observing all permitted persons attending the race meeting to ensure compliance with this Procedure.

Track Marshalls will pay particular attention to social distancing and all personnel must follow the direction of Track Marshalls in relation to social distancing.

6.11 Non-compliance

Any racing industry participant found to have breached a COVID-19 principle and/or protocol as contained within this Procedure will be reported to the Stewards for inquiry and will be subject to any penalty the Stewards deem appropriate. They will be escorted off the venue immediately.

Non-compliance of this Procedure shall be considered an offence under GAR 86(p) – *“A person (including an official) shall be guilty of an offence if the person disobeys or fails to comply with the lawful order of a Steward or other person or body having official duties in relation to greyhound racing”*.

For Tasracing Workers, incidents of non-compliance with this Procedure are considered to be serious and may result in disciplinary outcomes or termination of the contract (for contractor’s engagements).

6.12 Venue Signage and Social Distance Markings

Tasracing will display clear instructions and reminders of these protocols at the venue. Floor and ground markings will be installed (where possible) to assist all personnel to adhere to social distancing protocols.

Track Marshalls will monitor adherence to floor or ground markings.

6.13 Wet Weather Gear

To minimise the spread of COVID-19, wet weather gear will not be made available at the venue. You are required to bring your own wet weather gear for your own personal use.

6.14 Prior to Race Day

Tasracing shall provide security with a list of the names of all persons who are authorised to enter the venue and only those persons shall be permitted access.

There will be no trials conducted after the races.

Only licensed persons who are in charge of a greyhound and a catcher for that greyhound will be permitted entry.

A trainer with 5 or more greyhounds may have one additional person in attendance for each group of 5 greyhounds.

If a trainer has more than one starter in a race they can seek approval for additional handlers and catchers for each greyhound to the number required for the maximum number of greyhounds in one race which includes any other catchers/assistants already approved.

By no later than scratching time for the meeting:

- A Trainer who will not be in attendance at the track is required to notify Tasracing as to the name of the licensed person who will be responsible for their greyhound/s during the race meeting.
- A Trainer must notify the name of the person who will catch the greyhound at the meeting.
- If the Trainer has more than one greyhound in a race they shall notify the name of the additional handlers and catchers who will be assisting them.
- All advice must be made either by phone quoting the Trainer licence number to 6212 9304 or by email to p.wesley@tasracing.com.au

6.15 Prior to Arrival at Track

Tasracing encourages all persons to play an important role in helping stop the spread of COVID-19 by downloading the COVIDSafe app. The app can be downloaded at the following link: <https://www.health.gov.au/resources/apps-and-tools/covidsafe-app>.

Downloading the app is something you can do to protect yourself, your family and the racing industry. The app helps expedite contact tracing and serves to benefit the racing industry in the event the app user tests positive for COVID-19.

If you do not wish to download the app or do not have a smartphone to download the app, Tasracing recommends that you maintain a travel log to perform a similar function.

Any person who is in a high-risk group such as older people or people with underlying illnesses that make them more vulnerable to respiratory disease, including those with diabetes, chronic lung disease, kidney failure and people with suppressed immune systems, should not attend race meetings (including accessing licensed kennels).

6.16 Arrival Time at Race Venue

All race meetings shall be restricted to approved personnel only.

On arrival at the venue the Trainer must make their way to the car park area near the kennel block.

From this area Trainers may empty their greyhound while ensuring social distancing of a minimum of 1.5 metres.

Once emptied they can make their way to the kennel block.

Track Marshalls will be continually monitoring the emptying out and car park areas.

6.17 Entry To Kennel Area

Entry to the kennel area will be restricted with the number of people in the kennels at any one time reduced to ensure social distancing is maintained. Only 5 participants in the kennel block at a time. Then a one out, one in policy.

Participants are encouraged to utilise the hand sanitiser provided on both entry and exit to the kennels.

All bedding to be left outside prior to kennels opening and only brought in for each greyhound when kenneling.

Kennel tickets will be allocated (instead of chosen by participants) at the start of the kenneling process, which limits touching and handling of kennel tickets.

Weight Cards will not be updated by the Stewards with the Trainer declaring the name of the greyhound and the race engaged in, followed by microchip identification by the Stewards and recording of the weight in OzChase.

A copy of the weights will be displayed in the kennel area prior to the first race for Trainers to record the weight of their greyhound in the weight card should they wish to do so.

Entry and exit points to kennels to use different doors where applicable to enable social distancing.

Stewards and Vets to wear rubber gloves when kenneling, swabbing and veterinary examinations.

No participants are permitted in the kennel block between races to watch replays etc.

Only previous race and next race to be in the kennel block and Trainers to move out to the parade yard as soon as practical.

Prior to and after racing, Kennel Stewards shall manage control of Trainers in and out of kennels when collecting greyhounds.

6.18 Pre Race Sequence

Greyhound Trainers to wait 1.5 metres apart in main kennelling area.

The Kennel Attendant calls kennel numbers furthest away to closest on a one in one out basis.

The Trainer is to move into the kennel area, remove their greyhound from the kennel and then move directly to the area in which the rug steward is located.

Rug Stewards to identify greyhound and provide rug to Trainer - gloves to be worn by Rug Steward.

Trainer to place rug on greyhound and Trainer relocates greyhound to parade area outside.

Those greyhounds having a stir-up move up to the stir-up position while those not having a stir-up remain in the area so designated.

After the Stir-up the Steward calls the greyhounds one by one to move to the track keeping each Trainer at least 1.5 metres apart.

Starter moves all greyhounds to the back of the boxes one by one ensuring 1.5 metre distance is maintained by Trainers in the starting box area.

6.19 Starting

Boxing of greyhounds will be done in 4 lines instead of 2 with 1.5 metres between lines. These lines will be 1-5, 3-7, 2-6, 4-8 giving 1.5 metres between each participant.

Participants are encouraged to utilise the hand sanitiser provided when leaving the starting area.

6.20 Catching Pen

Only the catchers involved in catching a greyhound participating in the race and officials are permitted in the catching pen area.

Participants may not congregate in the catching pen area between races.

Catchers are required to maintain 1.5 metre distancing prior to and during a race and to maintain 1.5 metre distancing as much as practical when catching their greyhound.

After catching their greyhound, catchers are to move towards the run back gate and wait while the remaining catchers restrain their greyhound ensuring they maintain 1.5 metre distancing whenever possible.

Once all greyhounds have been caught the catchers shall then leave the catching pen while maintaining a minimum of 1.5 metre distancing. No persons are to leave the catching pen until all greyhounds have been restrained.

Participants are encouraged to utilise the hand sanitiser provided when leaving the catching pen area.

6.21 After Racing

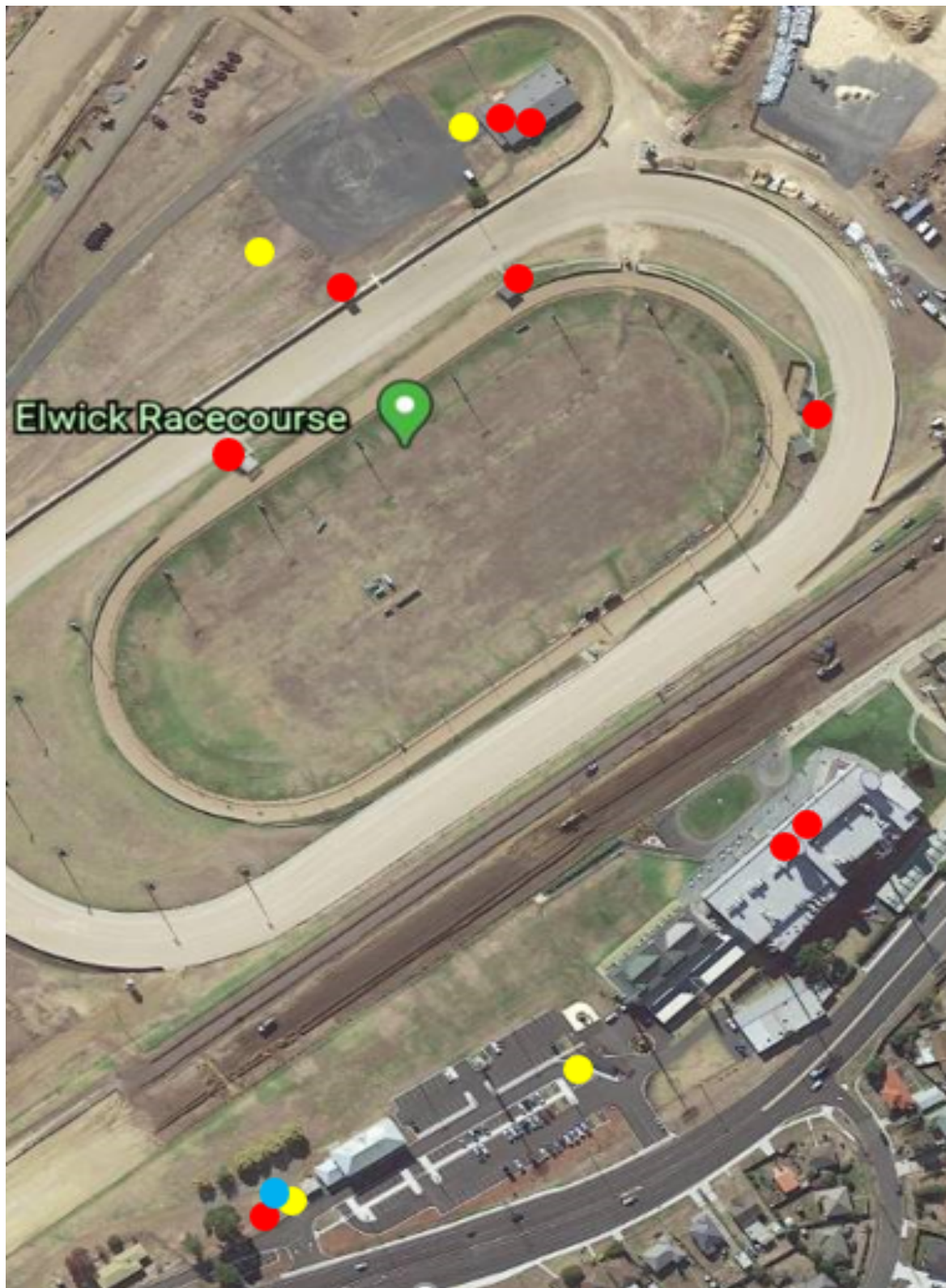
Participants are encouraged to manage their arrival and departure times based on their race meeting commitments and should avoid being on course unnecessarily. Those participants who are deemed to be on course without further commitments may be asked to vacate the venue.

Hobart Race Meeting Locations

Note: Each track operational location must have less than twenty personnel at any one time.



Hobart site map – facilities



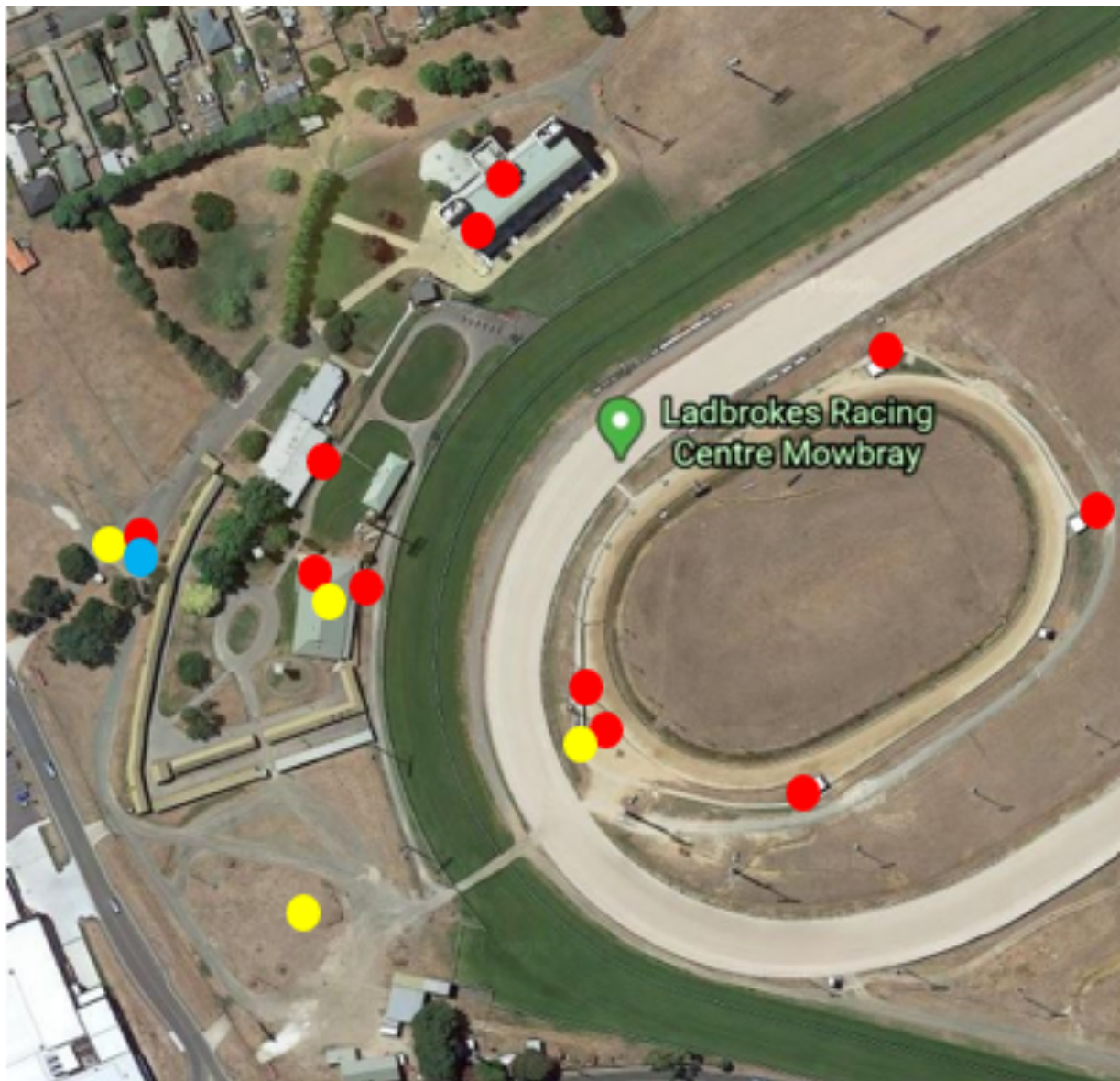
- Security Guards/Track Marshalls
- Hygiene Station
- Temperature Testing

Launceston Race Meeting Locations

Note: Each track operational location must have less than twenty personnel at any one time.



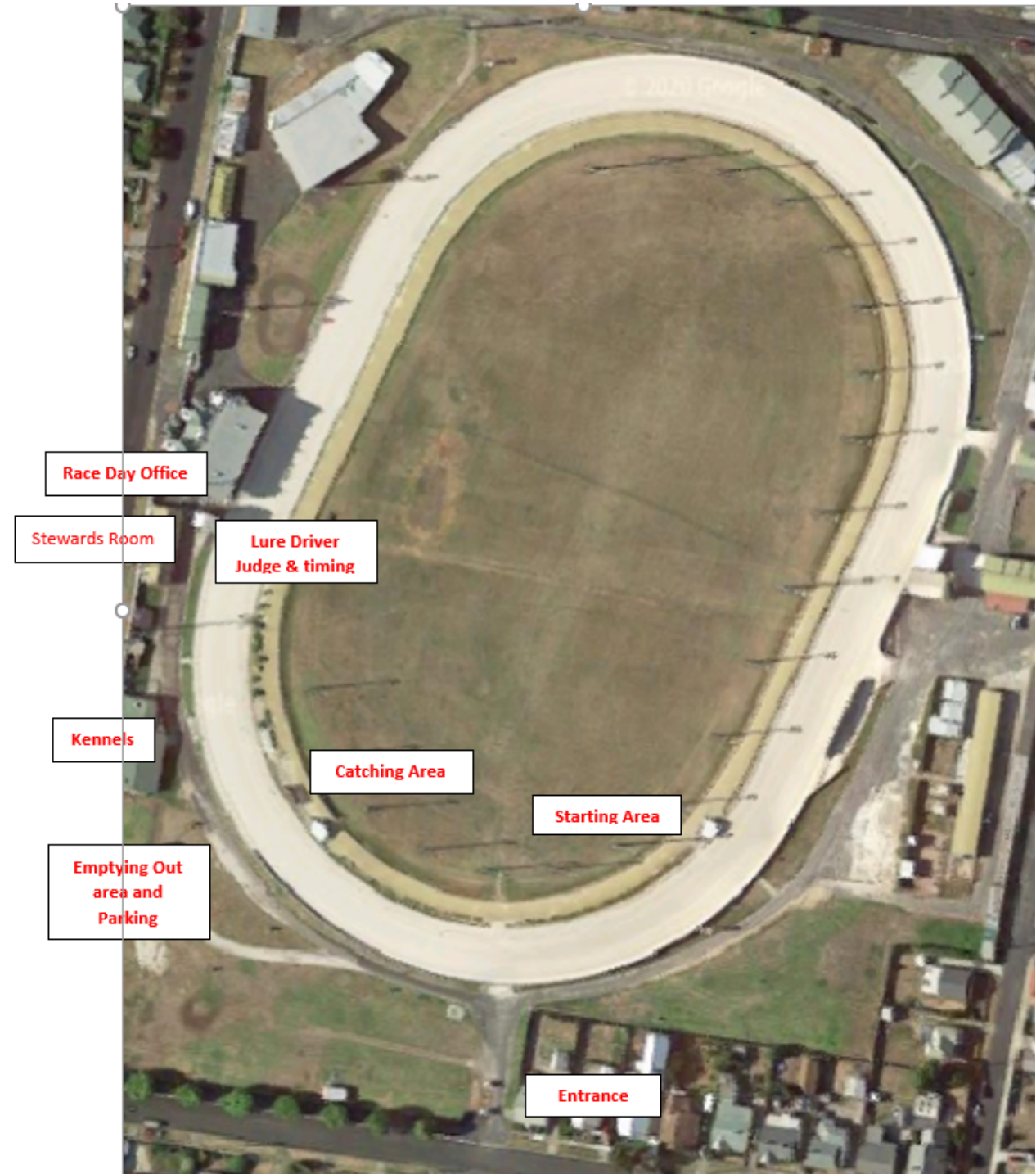
Launceston site map – facilities



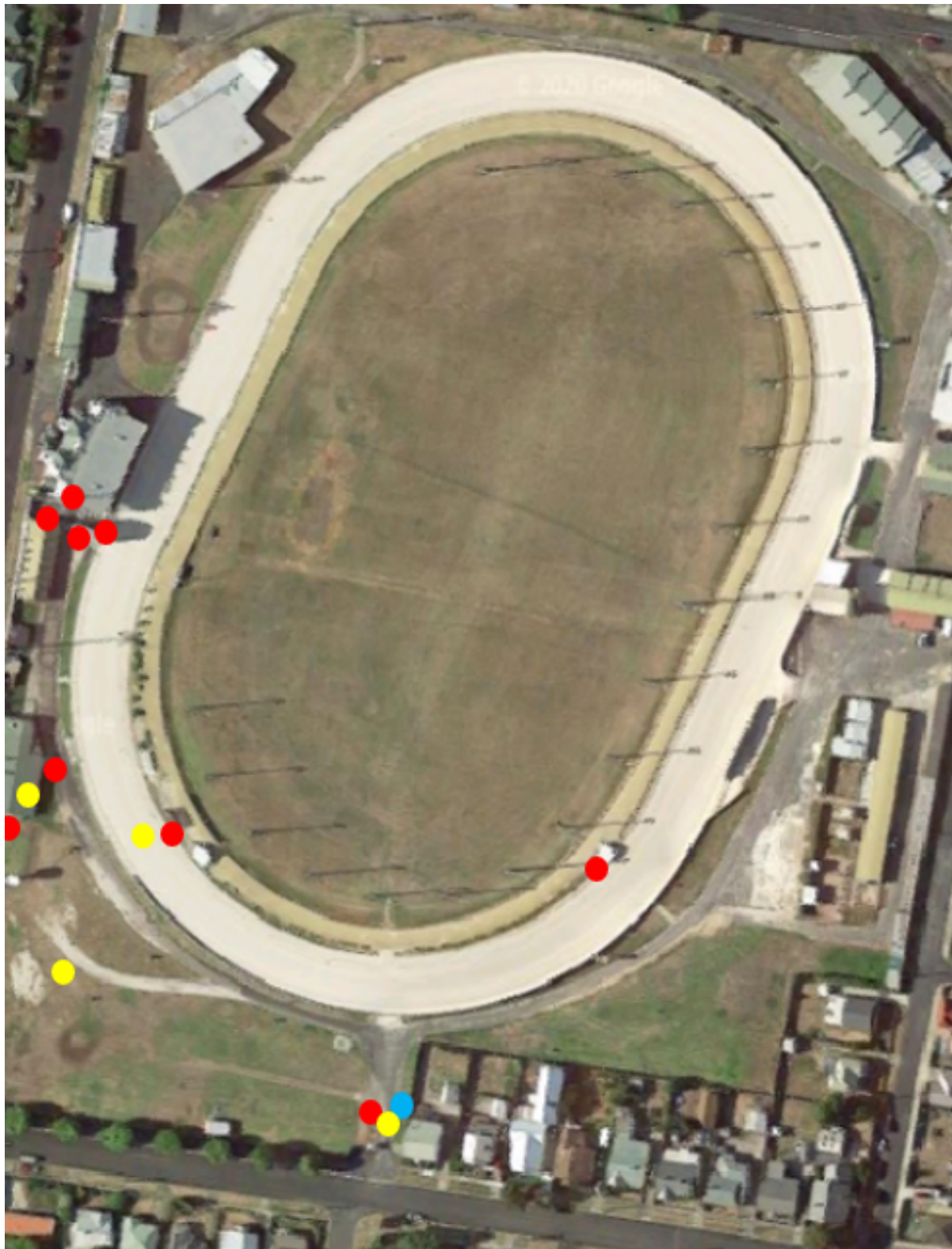
- Security Guards/Track Marshalls
- Hygiene Station
- Temperature Testing

Devonport Race Meeting Locations

Note: Each track operational location must have less than twenty personnel at any one time.



Devonport site map – facilities



- Security Guards/Track Marshalls
- Hygiene Station
- Temperature Testing

7. **PROCEDURE REVIEW CYCLE**

This Procedure is classified as operational and is to be approved, reviewed and endorsed by the Tasracing CEO on a regular and ongoing basis, or when there is a significant change to the external environment. The Procedure will be provided to the Tasracing's Audit & Risk Committee for noting.

8. **REFERENCES**

- Tasracing Working Safely in a COVID-19 Environment Procedure
- Tasracing COVID-19 Safety Plan
- Tasracing Risk Assessment
- Tasracing Code of Conduct Manual
- Tasracing Workplace Health and Safety Procedure
- Tasracing Privacy Management Framework
- Tasmanian Work Health and Safety Act 2012 (WHS Act)
- Tasmanian Work Health and Safety Regulations 2012 (WHS Regulations)
- SafeWork Australia
- WorkSafe Tasmania
- Tasmanian Government Department of Health
- *Minimum Standards (Work Health and Safety Amendment Regulations 2020)*
- Cleaning Procedure

9. **DOCUMENT CONTROL**

Date	Version	Author	Approved by
9 June 2020	1.0	Liam Swan	CEO