

23 May 2020

Dear All affiliated Clubs and Centre Users,

New Measures for Accessing the Rowing Centres Under COVID-19

In view of the government's recent announcement on 19 May 2020 (Tuesday) for the re-opening of some of the sports facilities, the Association has decided to further open the facilities including indoor rowing and gym room at the Sha Tin Rowing Centre (STRC) and the Jockey Club Shek Mun Rowing Centre (JCSMRC) on 25 May 2020 (Monday), the opening of facilities details are as follows: -

Maximum Capacity of the advance booking session:

<u>Centre</u>	<u>Nos. of People</u>
Sha Tin Rowing Centre	70 People
Jockey Club Shek Mun Rowing Centre	

Facilities available:

<u>Time</u>	<u>Water Training</u>	<u>Ergo & Gym Room</u>
06:00 – 08:30 <i>For key holder only</i>	From 9 May 2020	From 25 May 2020
09:00 - 12:30 14:30 – 17:30	From 6 May 2020	From 25 May 2020

Remarks:

1. 12:30 – 14:30 will be closed for centre cleaning.
2. Advance Booking is required for using any Centres facilities.
3. Fitness room at JCSMRC:
 - a. The number of people accessing the fitness room at JCSMRC will be limited to half capacity, i.e. 10 Centre Users in all time.
 - b. Only alternate fitness equipment will be opened.
 - c. Disinfection liquid is provided and please clean the fitness equipment before and after use.
 - d. Wear a mask before and after entering the fitness room.

Location and Number of Indoor Rowing Machines available:

<u>Centre</u>	<u>Location & number of Indoor Rowing Machines available*</u>
Sha Tin Rowing Centre	Balcony: <u>Eight</u> Machines Indoor Ergo Machines Room: <u>Eight</u> Machines
Jockey Club Shek Mun Rowing Centre	Balcony: <u>Four</u> Machines Indoor Ergo Machines Room: <u>Four</u> Machines

Remarks:

1. Disinfection liquid is provided and please clean the Ergos before and after use.

Suspension of facilities

1. All drinking fountains will continue to be closed to reduce the potential risk of the spread of the COVID-19.

Apply for Sea Trip or Coastal Rowing Activities during Weekends

1. Application should be sent in written to hkrcra@rowing.org.hk at least **three working days in advance*** with confirmation received;
2. **Maximum 8 persons** (including coaches) of the same Club should be allowed.

Updates on Advance Booking Reservation

1. **From 25 May 2020 (Monday):** online “Google Form” will be used for reservation of water and ergo training.
2. Club representatives will then be available to edit the numbers of rowers via google form by themselves.
3. Reservation deadline: The day before the training at **15:00** (Apply to Monday to Sunday).
4. If the numbers of rowers exceed the quota in each session, all club representatives are recommended to discuss the quota arrangements by themselves. If the situation cannot be solved by **16:00**, the Association will reserve the right to make final decision. (E.g. reallocate the quota to relevant clubs.)
5. **At 16:00 every day:** the last update training pattern will be sent to the WhatsApp group for reference.
6. Club representatives should notify any reduction on the number of rowers booked to Kennif via WhatsApp (5707-2699) with his confirmation reply.
7. In order to **FULLY UTILIZE** the training quota, if the number of rowers absent per session reached **20%** of the total number of reservations, the Association **will consider to suspend relevant club training for a week.**

General Rules for Booking:

1. If the HKCRA found there is any invalid Centre User, the staff of HKCRA reserves the right declined the entry of that persons into the Centres.
2. Booking can only be made on Club basis.
3. Please remain social distancing and avoid group gatherings of more than eight persons in the Rowing Centres. There must be a distance of 1.5 meters or more between different groups.
4. All types of rowing boats are permitted to conduct water training as long as there are not more than eight rowers on the boats.
5. Strictly comply with the terms of the Key Holder Agreement if rowing outside the normal Centre opening hours, in particular, Clubs must ensure the users are not novice rowers.
6. Any Club does not comply the above and the attached guidelines is not allowed to have further booking for any kinds of trainings.
7. Ensure appropriate distance between shower facilities users, only alternate shower cubicles and shower heads will be open. Meanwhile, our Centre will also enhance cleansing and disinfection measures for the shower cubicles and storage cabinets.
8. The HKCRA reserves the rights to make the final arrangements for using the Rowing Centres.

Please widely circulate the above information and the attached updated health advise to your Club members. We need your collaboration to remind your members to read BEFORE coming to centres and strictly follow to safeguard all rowers.

If you have any questions regard the above arrangements, please do not hesitate to contact our staff at 2608-8302.

We appreciate your understanding and thank you for your cooperation in these difficult times.

Hong Kong, China Rowing Association

Annex 1: UPDATED (as of 23 May 2020) Health Advice for the Prevention of Severe Respiratory Disease associated with a Novel Infectious Agent

UPDATED (As of 23 May 2020)

Health Advice for the Prevention of Severe Respiratory Disease associated with a Novel Infectious Agent

In view of outbreak of the Novel Coronavirus Infection, in order to ensure the safety of Centre Users and HKCRA staff and everyone who would like to enter both Sha Tin Rowing Centre (STRC) and Jockey Club Shek Mun Rowing Centre (JCSMRC) **must read and commit to comply with the guidelines as below:**

I understand that if I enter STRC and JCSMRC, I must:

1. Wear surgical mask before entering Rowing Centres;
2. Go directly to boathouse to measure and record the body temperature, sign the “In & Out Record” and “Declaration Form” by myself or under the assistance of staff;
3. Avoid close contact between crews;
4. Avoid staying in the boathouse and go for boat outing as soon as you can;
5. Avoid staying in the changing rooms or toilet;
6. Perform hand hygiene frequently, especially before touching the mouth, nose or eyes; after touching public installations such as handrails or door knobs; or when hands are contaminated by respiratory secretions after coughing or sneezing;
7. Wash hands with liquid soap and water, and rub for at least 20 seconds. Then rinse with water and dry with a disposable paper towel. If hand washing facilities are not available, or when hands are not visibly soiled, performing hand hygiene with 70 to 80 per cent alcohol-based hand Rub is an effective alternative;
8. Cover mouth and nose with tissue paper when sneezing or coughing. Dispose of soiled tissues into a lidded rubbish bin, then wash hands thoroughly;
9. Put the toilet lid down before flushing to avoid spreading germs;
10. Avoid entering the Rowing Centres if I or my household members returned from countries outside of Hong Kong for a period of 14 days after arrival to Hong Kong;
11. Please remain social distancing and avoid group gatherings of more than eight persons in the Rowing Centres. There must be a distance of 1.5 meters or more between different groups.
12. All types of rowing boats are permitted to conduct water training as long as there are not more than eight rowers on the boats.
13. Must be a valid HKCRA centre user.
14. Strictly comply with the terms of the Key Holder Agreement if rowing outside the normal Centre opening hours. In particular, Clubs must ensure the users are not novice rowers.
15. Ensure appropriate distance between shower facilities users, only alternate shower cubicles and shower heads will be open. Meanwhile, our Centre will also enhance cleansing and disinfection measures for the shower cubicles and storage cabinets.

I also understand that the following facilities are not available with immediate effect (until further notice):

- **Drinking fountains.**

I agree to make the following declaration:

- I **do not** have fever (37.6°C or above) and I do not have symptoms of Severe Respiratory Disease; I and my household members **did not** travel to any countries / regions outside Hong Kong in the past 14 days; I did not visit hospitals or clinics in mainland China, wet markets, live poultry markets or farms;
- I **do not** touch animals (including game), poultry/birds or their droppings; I do not consume game meat and do not patronise food premises where game meat is served;
- I **do not** make close contact with COVID-19 confirmed case patients, especially those with symptoms of acute respiratory infections;
- I **am not** linked to any inflection case (including families/ companion/ schoolmates/ roommates who has symptoms of Severe Respiratory Disease).
- I am not currently subject to a mandatory self-quarantine or medical surveillance.

I declare that I have read and fully understood and agreed that if I do not fulfil any of the above statements, I will not enter the Rowing Centres. If I am having respiratory symptoms, I will not visit both Rowing Centres, and I will wear surgical mask and seek medical advice as soon as possible. If I have respiratory symptoms within 14 days after entering the Rowing Centres, I will inform HKCRA as soon as possible to safeguard the safety of the Centre Users. I will also declare to HKCRA via email at hkcra@rowing.org.hk if I am working at hospital/clinic/market.

Please be notified that the Novel Coronavirus Infection is a serious epidemic situation, HKCRA will take proper precautions to control the risks under limited recourses. Let's work together to prevent the spread of novel coronavirus. HKCRA will keep monitor the latest situation and may adjust the opening hours and conditions to use subject to the Government policies/advice and arrangements with short notice.

Should you have any question to the above arrangements, please feel free to contact us at 2608-8302. Thank you for your kind co-operation.

Hong Kong, China Rowing Association

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