

9 September 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 8 September 2020 (Tuesday) to continue to relax social distancing measures in a gradual and orderly manner, the Association has decided to update the measures for accessing the rowing centres at the Sha Tin Rowing Centre (STRC) and the Jockey Club Shek Mun Rowing Centre (JCSMRC) on 11 September 2020 (Friday) as follows: -

Maximum Capacity of the advance booking session:

<u>Centre</u>	<u>Nos. of People</u>
Sha Tin Rowing Centre	50 People
Jockey Club Shek Mun Rowing Centre	

Facilities available:

<u>Time</u>	<u>Water Training</u>	<u>Indoor Rowing Machine</u>	
		<u>STRC</u>	<u>JCSMRC</u>
06:00 – 08:30 <i>(For key holder only)</i>	No more than 4 people per boat	N/A	Temporarily Closed
09:00 – 12:30 14:30 – 17:30		Balcony: 8 Machines Ergo Room: 4 Machines Reserve: 4 Machines (can be used at roof top if needed)	<i>(Replacement project of air-conditioning system is in progress)</i>

Remarks:

- 12:30 – 14:30 will be closed for centre cleaning.
- Advance Booking is required for using any Centres facilities.
- Disinfection liquid is provided and please clean the Ergos before and after use.
- There must be a distance of 1.5 meters or more between Ergos.
- Centre Users must wear masks surgical at all time (except when doing exercise in outdoor area and consuming food or drink as well as having a shower) when entering and in the Rowing Centres.
- Indoor Rowing Machines cannot be used at roof top in case of raining.

Apply for Sea Trip or Coastal Rowing Activities during Weekends

- Application should be sent in written to hkcra@rowing.org.hk at least **three working days in advance*** with confirmation received;
- No more than 4 people per boat;
- Maximum 10 persons** (including coaches) of the same Club should be allowed.

Special Arrangement for STRC Pontoon

Hong Kong Team athletes, based at HKSI, are still in a closed camp and need to maintain extra distance from other members. We have marked with black tape a zone at the end of the pontoon nearest to HKSI for exclusive use by camp crews and members are asked not to enter this area whilst squad athletes are on the water training.

Advance Booking Reservation:

1. **From 7 September 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 but Clubs is required to register your Club representative with name and contact who will attend the training on that day.
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 our staff via WhatsApp (5707-2699) with 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 Using Centres:

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 4 people in outdoor area of the Rowing Centres (e.g. pontoon, boat washing area & balcony)**. There must be a distance of 1.5 meters or more between different groups.
4. Only **Single, Doubles and Quad (no more than 4 people per boat)** rowing boats are permitted to conduct water training.
5. Centre Users must wear masks surgical at all time (expect when doing exercise in outdoor area and consuming food or drink as well as having a shower) when entering and in the Rowing Centres.
6. 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**.
7. Any Club does not comply the above and the attached guidelines is not allowed to have further booking for any kinds of trainings.
8. Ensure appropriate distance between shower facilities users, only alternate shower cubicles and shower heads will be opened. Our Centres will also enhance cleansing and disinfection measures for the shower cubicles and storage cabinets.
9. The drinking fountains will be opened for use. For the hygiene reason, please **bring your own bottle to refill and do not drink filtered water directly by mouth.**
10. 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 to 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 9 September 2020) Health Advice for the Prevention of COVID-19

(As of 9 September 2020)

Health Advice for the Prevention of COVID-19

In view of outbreak of the COVID-19, 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. Centre Users must wear masks surgical at all time (expect when doing exercise in outdoor area and consuming food or drink as well as having a shower) before entering and in the 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 4 people in outdoor area of the Rowing Centres (e.g. pontoon, boat washing area & balcony etc)**. There must be a distance of 1.5 meters or more between different groups.
12. Only **Single, Doubles and Quad (no more 4 people per boat)** rowing boats are permitted to conduct water training.
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. Our Centres will also enhance cleansing and disinfection measures for the shower cubicles and storage cabinets.
16. The drinking fountains will be opened for use. For the hygiene reason, please **bring your own bottle to refill and do not drink filtered water directly by mouth.**

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/advices 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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