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CONTRATO DE PATROCÍNIO DESPORTIVO

Entre:

ÁGORA - Cultura e Desporto do Porto, E.M., S.A., com sede social na Rua Bartolomeu Velho, n.º 648, 4150-124, Porto, pessoa coletiva n.º 507 718 640, representada neste ato pelos Administradores Executivos Ana Cláudia Almeida e César Navio, com poderes para o ato, de ora em diante designado por **Primeira Outorgante** ou **ÁGORA**,

e

Associação de Ténis do Porto, com sede na Rua António Pinto Machado, n.º 60, 4100-068 Porto pessoa coletiva n.º 501 455 841, neste ato representado por António João Miranda da Cruz Paes Faria e Manuel Figueiredo Rodrigues da Silva, na qualidade de Presidente e Vice-Presidente respetivamente, com poderes para o ato, de ora em diante designada por **Segundo Outorgante**.

Considerando que:

- A.** A **ÁGORA** tem por fins a programação, organização e produção de atividades Lúdico - Desportivas de iniciativa ou cooperação municipal, que se enquadrem no âmbito do apoio à prática desportiva definido pela Câmara Municipal do Porto, bem como a gestão, manutenção, administração e exploração dos espaços e infraestruturas desportivas municipais;
- B.** Constituem, também, atribuições e objetivos da **ÁGORA**, o estímulo e a divulgação da prática desportiva, em todas as suas modalidades, aliados ao contributo para o desenvolvimento desportivo da cidade do Porto e da sua área metropolitana, através da organização e/ou apoio a eventos e a ações desportivas de prestígio;
- C.** A **Associação de Ténis do Porto** é uma entidade que organiza e promove a prática desportiva do Ténis, responsável pela organização de vários torneios nacionais e internacionais de Ténis;
- D.** A **Associação de Ténis** do Porto irá organizar o **"Porto Open 2020"** uma prova internacional de Ténis, no sector feminino e masculino a ter lugar na cidade do Porto, no Complexo de Ténis do Monte Aventino;



- E.** A **ÁGORA** reconhece a importância do referido Evento na dinâmica desportiva e da promoção da atividade física e pretende apoiar a realização do mesmo, assumindo as obrigações constantes do presente contrato;
- F.** De acordo com o disposto no Decreto-Lei n.º 273/2009, de 1 de outubro, todos os apoios e participações financeiras às diversas entidades que integram o sistema desportivo devem ser titulados por contrato.

É celebrado, livremente e de boa-fé, o presente Contrato de Patrocínio Desportivo, nos termos e de acordo com as cláusulas seguintes:

Cláusula 1.ª

Objeto do contrato

Constitui objeto do presente contrato a atribuição, por parte da **ÁGORA**, de patrocínio desportivo para a realização e promoção, pela **Associação de Ténis do Porto**, do evento "**Porto Open 2020**" a realizar do dia 27 de setembro a 4 de Outubro de 2020, no Complexo de Ténis do Monte Aventino, na cidade do Porto, de ora em diante designado por Evento, nos termos melhor descritos no Anexo I ao presente contrato – Candidatura.

Cláusula 2.ª

Obrigações da Segunda Outorgante

1. No âmbito presente contrato, constituem obrigações da entidade beneficiária:
 - a) Organizar o Evento "**Porto Open 2020**" nos termos melhor descritos no **Anexo I** ao presente contrato;
 - b) Afetar todo o patrocínio desportivo concedido exclusivamente à execução do Evento desportivo objeto deste contrato;
 - c) Informar de imediato a **ÁGORA** de quaisquer factos que sejam suscetíveis de perturbar a normal execução do contrato;
 - d) Incluir nos seus relatórios anuais de atividade uma referência expressa à execução do presente contrato;
 - e) Cumprir as suas obrigações fiscais e para com a Segurança Social; a Segunda Outorgante deve consentir, através da forma prevista na lei, que a **ÁGORA** aceda,

durante todo o período de execução do presente contrato, à informação sobre a respetiva situação perante a administração tributária e segurança social;

- f) Prestar quaisquer informações ou apresentar documentos solicitados pela **ÁGORA** que respeitem à execução do Evento objeto do presente patrocínio desportivo.

2. Obriga-se ainda a **Segunda Outorgante**, relativamente ao Evento melhor identificado na Cláusula 1.ª do presente contrato:

- a) Assumir o pagamento de quaisquer custos relacionados com a organização, realização e promoção do Evento, sem prejuízo daqueles que pelo presente Contrato forem assumidas pela **ÁGORA**;
- b) Entregar à **ÁGORA**, até 90 dias após a realização do Evento, um relatório de execução com a avaliação do trabalho efetuado, a elaborar de acordo com o modelo a enviar pela **ÁGORA** à Segunda Outorgante;
- c) Colaborar com a **Ágora** na organização de outras atividades de divulgação no âmbito da modalidade em causa;
- d) Incluir em todo o material promocional do Evento o logótipo **Porto.**, bem como referir a parceria em causa nos respetivos planos de meios, mediante prévia aprovação, reduzida a escrito, da **ÁGORA**;
- e) Enviar antecipadamente à **ÁGORA** exemplares dos suportes de publicidade a produzir (nomeadamente os demonstrativos do *layout* do Evento), obrigando-se ainda a respeitar as recomendações da **ÁGORA** relativamente ao tipo de material publicitário e à localização do mesmo, designadamente nos recintos desportivos onde irão decorrer os Eventos, assim como a respeitar as normas do Código Regulamentar do Município do Porto em matéria de publicidade;
- f) Celebrar todos os contratos de seguro necessários à realização do Evento, sendo que à **Segunda Outorgante**, enquanto entidade organizadora do Evento mencionado na Cláusula 1.ª do presente contrato, serão imputadas todas as eventuais responsabilidades, civis e criminais, decorrentes da realização deste Evento, quer relativamente a terceiros, quer relativamente aos participantes na prova;
- g) Ser responsável pela segurança de pessoas e bens afetos à organização do Evento, bem como pelas condições de higiene e segurança dos equipamentos que colocar à disposição dos mesmos;



- h) Cumprir com as normas em vigor relacionadas com a Covid-19, nomeadamente as recomendações da Direcção-Geral da Saúde, adequadas ao evento em questão, bem como, cumprir com todos os pareceres e diretrizes, das entidades responsáveis, em anexo;
- i) A **Segunda Outorgante** é totalmente responsável pelas inscrições no Evento a acontecer no período e forma que aquela considerar conveniente.

Cláusula 3.ª Obrigações da ÁGORA

No âmbito da execução do presente Contrato, constituem responsabilidades da **ÁGORA** apoiar a realização do Evento, com a comparticipação financeira prevista na cláusula seguinte, e colaboração na realização do evento, nomeadamente com o seguinte apoio logístico, a prestar mediante disponibilidade:

- a) Colaboração na divulgação da informação sobre o evento, nomeadamente, através do sítio na internet e redes sociais da Ágora e da Câmara Municipal do Porto.

Cláusula 4.ª

Comparticipação financeira e responsabilidades de financiamento

1. Pela execução do objeto do presente contrato de patrocínio desportivo a **Segunda Outorgante** é beneficiária de um patrocínio desportivo por parte da **ÁGORA** no valor máximo de **€ 17.900,00 (dezassete mil e novecentos euros)**, acrescido de IVA à taxa legal em vigor, se aplicável.
2. O valor referido no número anterior será pago no prazo máximo de 30 dias após entrega das respetivas faturas, sendo que tal apenas poderá ocorrer após a entrega do relatório referido na alínea b) do n.º 2 da Cláusula 2.ª do presente contrato.
3. As demais responsabilidades com o financiamento do Evento serão identificadas no Anexo I ao presente Contrato.

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Cláusula 5.ª

Prazo de Execução

O prazo de execução do presente contrato é desde a data da sua assinatura até à entrega do relatório referido na alínea b) do n.º 2 da Cláusula 2.ª.

Cláusula 6.ª

Entidades associadas

São entidades associadas à realização do Evento as identificadas no Anexo I, não reconhecendo a ÁGORA quaisquer outras.

Cláusula 7.ª

Exclusão de Responsabilidade

1. Quaisquer obrigações assumidas pela **Segunda Outorgante** decorrentes do exercício da sua atividade, designadamente, com a contratação de financiamentos bancários e/ou dívidas contraídas a terceiros, serão da sua exclusiva responsabilidade, não podendo ser imputável, seja a que título for, qualquer responsabilidade à **ÁGORA**.
2. A **Segunda Outorgante** compromete-se a dar conhecimento do estipulado no número anterior às entidades financiadoras e/ou a terceiros com quem decida contratar, assumindo toda e qualquer responsabilidade pela omissão ou incumprimento desta obrigação.

Cláusula 8.ª

Fiscalização e Controlo

1. O acompanhamento e controlo do presente contrato são feitos pela **ÁGORA**, assistindo-lhe o direito de, por si ou por terceiros, fiscalizar a sua execução.
2. A **Segunda Outorgante** responderá pela incorreta aplicação da verba atribuída no âmbito do presente contrato perante a **ÁGORA** e as entidades respetivas.
3. A **Segunda Outorgante** deve prestar à **ÁGORA** todas as informações solicitadas acerca da execução do presente contrato.

Cláusula 9.ª

(Proteção de dados pessoais)

Os outorgantes obrigam-se, durante a vigência do contrato e, sempre que exigível, após a sua cessação, a dar rigoroso cumprimento ao disposto na respetiva legislação aplicável, nomeadamente, ao **Regulamento (EU) 2016/679, do Parlamento Europeu e do Conselho, de 27 de abril.**

Cláusula 10.ª **Incumprimento**

1. O incumprimento culposo do presente contrato por parte da **Segunda Outorgante** confere à **ÁGORA** o direito de reaver todas as quantias pagas, quando se verifique a impossibilidade de realização do Evento objeto do presente contrato.
2. Nos casos não abrangidos no número anterior, o incumprimento confere à **ÁGORA** o direito de reduzir proporcionalmente a comparticipação financeira.
3. Em caso de incumprimento culposo, a **Segunda Outorgante** não poderá beneficiar de novas comparticipações enquanto não repuser as quantias que sejam devidas, sem prejuízo das disposições do Regulamento da **ÁGORA** nesta matéria.
4. O incumprimento, injustificado, do prazo definido para apresentação do relatório final do Evento, determina a não concessão e/ou cancelamento de qualquer tipo de apoio financeiro, material ou logístico por parte da **ÁGORA** ou Município do Porto.
5. A **ÁGORA** reserva-se ao direito de, perante a não apresentação do Relatório Final a que, exigir, extra ou judicialmente, a devolução, parcial ou integral, do valor atribuído, para além da **Segunda Outorgante** responder pela responsabilidade civil e criminal que dessa violação possa decorrer.

Cláusula 11.ª **Cessação do contrato**

O presente contrato deixa de produzir efeitos:

- a) Quando esteja concluído o Evento desportivo que constitui o seu objeto;
- b) Quando, por causa não imputável à **Segunda Outorgante**, se torne objetiva e definitivamente impossível a realização do mesmo;
- c) Quando a **ÁGORA** exerça o direito de resolver o contrato;
- d) Quando não forem apresentados os documentos a que se refere o n.º 2 do artigo 25º do Decreto-Lei n.º 273/2009, de 1 de outubro.

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Cláusula 12.ª
Resolução do Contrato

1. O Incumprimento não fundamentado das obrigações previstas na Cláusula 2.ª confere à **ÁGORA** o direito de resolver o presente contrato.
2. Igual direito assistirá à **ÁGORA** caso se comprove terem sido prestadas, pela **Segunda Outorgante**, falsas declarações ou informações com repercussão direta no cálculo do valor da comparticipação.

Cláusula 13.ª
Aditamento ou Alteração ao Contrato

1. Qualquer intenção de modificação ao Contrato deverá ser comunicada pela parte interessada na mesma à outra parte.
2. Qualquer modificação ao Contrato terá que ser efetuada por escrito e assinada por sujeitos legais ou estatutariamente habilitados para representar o **Primeiro Contraente** e o **Segundo Contraente**.

Cláusula 14.ª
Modificação e Extinção do contrato – Condições Especiais

1. Para além das condições gerais de suspensão, modificação e extinção do contrato, as partes declaram-se cientes das circunstâncias e condições em que estão a contratar, assumindo partilhar os riscos de alterações supervenientes, estabelecendo para o efeito as seguintes condições especiais.
2. Como circunstâncias supervenientes que podem afetar a execução do contrato, para além das de saúde pública, reconhecem-se, nomeadamente, as que decorram do cumprimento de poderes públicos em matérias de ordem e segurança pública, controlo orçamental e financeiro.
3. Caso não seja possível realizar as atividades objeto do contrato nas datas, horas e/ou locais designados ou a designar, as partes deverão acordar no seu reagendamento, em condições idênticas às inicialmente previstas.
4. Não sendo possível o acordo ou não sendo possível o reagendamento, as atividades serão canceladas, devendo as partes apresentar entre si propostas de revogação do contrato.

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5. No caso previsto no número anterior, a Ágora não poderá ser responsabilizada por quaisquer custos incorridos pelo cocontratante no âmbito das atividades objeto do presente contrato, sem prejuízo das partes acordarem na refetação do apoio a outra atividade similar.

Cláusula 15.ª

Disposições finais

1. A presente minuta do contrato foi aprovada pelo Conselho de Administração da ÁGORA em 23/09/2020.
2. A despesa aprovada é assegurada pelo cabimento n.º CAB/2020/1338e compromisso n.º 1972/2020.
3. Em tudo o que se julgar omissso no presente contrato, regerá o disposto no Decreto-Lei 273/2009, de 1 de outubro e pelo Regulamento de atribuição de patrocínio desportivos da ÁGORA.

O presente contrato é feito em duplicado e assinado por ambos os outorgantes, entrando em vigor na data da sua assinatura.

Porto, 24 de setembro de 2020



A Primeira Contraente,

Ana Almeida

(Ana Cláudia Almeida, Administradora Executivo)

César Navio

(César Navio, Administrador Executivo)

A Segunda Contraente,

António João Miranda da Cruz Paes Faria

(António João Miranda da Cruz Paes Faria, Presidente)

Manuel Figueiredo Rodrigues da Silva

(Manuel Figueiredo Rodrigues da Silva, Vice-Presidente)


ASSOCIAÇÃO DE TÊNIS DO PORTO
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Cont. N.º 501 455 841



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Referência Interna:		Data de recepção:	
Direção/Serviço:	Desporto	Recebido por:	

(a preencher pelos serviços da Ágora)

a. **Designação do projeto:**

PORTO OPEN 2020 – Campeonatos Internacionais de Portugal

b. **Identificação do proponente:**

1. **Denominação:** Associação de Ténis do Porto
2. **NIF/NIPC:** 501455841
3. **Morada:** Rua António Pinto Machado, N.º60 3.ª Sala 6 4100-068
4. **Identificação dos representantes legais [no caso de pessoa coletiva]:** António Paes de Faria
(Presidente da Direcção ATPorto e Porto Open – Tournament Director)

c. **Descrição e caracterização específica das atividades a realizar:**

- **TIPO EVENTO:** prova de ténis profissional que faz parte do circuito internacional World Tennis Tour (ITF), com prize-money de \$ 50 000,00 (feminina USD 25,000 + masculina USD 25,000)
- **DEFINAÇÃO e CONCEITO:** evento de ténis internacional da cidade portuguesa onde se começou a jogar ténis em Portugal, sob a marca **PORTO OPEN™**
Em Portugal, a única prova do circuito profissional jogada com quadros femininos e masculinos, bem como uma das poucas na Europa.
- **EDIÇÃO 2020:** este ano o **Porto Open** será um evento sem público, ou seja, não terá a presença nem de espectadores nem de visitantes, nem tão pouco terá eventos associados e paralelos (por



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exemplo: *clinics* para as crianças, promoções de marcas/parceiros, prova pro-am, etc.).

Para contrariar esta fragilidade o PORTO OPEN 2020 desenvolverá promoção e divulgação da prova.

Por isso, nesta edição o **PORTO OPEN 2020 intensificará a sua comunicação na internet**, nomeadamente, nas transmissões em **live streaming (2 courts, com 2 câmaras por court, para além de comentários de especialistas)**, na transmissão de jogos no **live channel do ITF World Tennis Tour**, na criação de **canal Porto Open no Youtube**, e na **dinâmica das redes sociais**.

- **LOCAL:** realizado nas instalações do **Complexo Desportivo Monte Aventino**
- **DATA:** realiza-se de 27 de Setembro a 4 de Outubro de 2020, **com quadros feminina e masculina (\$50 000)** – prova da ATPorto realizada com em parceria e com o apoio da FPT.
- **PERCURSO HISTÓRICO:** Os primeiros passos do Porto Open remontam a 1998, tendo sido disputado no Complexo Desportivo do Monte Aventino até 2009. De 2010 até 2018 a competição realizou-se no Clube de Ténis do Porto.

Começou por ser uma prova internacional feminina, tendo como ponto alto a vitória de Arantxa Sanchez- Vicário, em 2001, na prova do WTA tour (\$ 140 000). A partir de 2007 passou a realizar-se também a vertente masculina. Prova desportiva que sempre contou com o especial apoio do Município do Porto.

d. Justificação do programa/evento, nomeadamente do ponto de vista do desenvolvimento das modalidades em causa e das provas, competições ou eventos desportivos a realizar:

Porto, o burgo que respira ténis há 150 anos. Foi no Porto que se começou a jogar ténis em Portugal, por influência britânica, e hoje é a cidade portuguesa com mais clubes, courts, provas e jogadores de ténis.

No Porto há 13 Clubes com a modalidade de ténis, dos quais 7 Clubes Centenários:

- Oporto Cricket and Lawn Tennis Club (1857); • Lawn Tennis Club da Foz (1895); • Grupo Lawn-Tennis de Carreiros (1898); • Sport Club do Porto (1904); • Boavista Futebol Clube (1903); • Club Sportivo Nun'Álvares (1915);

Existem **2 Clubes inseridos no sistema de ensino:**

- CLIP-Ténis – Colégio Luso-Internacional do Porto; • IPP-Ténis – Instituto Politécnico do Porto;



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No ténis na cidade do Porto encontramos, actualmente:

• 62 courts de Ténis (43 outdoor + 19 indoor); • 8 Provas Internacionais, • 30 Provas Nacionais; • 1724 Jogadores/as federados (1121 masc. + 604 fem.)

Neste percurso o ténis da cidade do Porto tem vários **Clubes Campeões Nacionais**, sendo o Clube de Ténis do Porto o clube português com mais títulos nacionais. E não faltam portuenses na história dos **melhores jogadores nacionais** como José Roquette, José Vilela, Sérgio Cruz, Pedro Cordeiro, Nuno Marques, Sofia Prazeres, Joana Pedroso, Maria João Koehler, João Monteiro, etc.

e. Identificação/quantificação dos resultados esperados com a execução do programa/evento:

Em 2020, as provas do ITF World Tennis Tour têm em conta a situação actual por causa da pandemia da COVID-19, por isso o **PORTO OPEN 2020 está sujeito a regras muito restritas para segurança de todos os participantes (jogadores, equipas técnicas e staff) e excluindo expressamente qualquer tipo de público e pessoas estranhas às provas.**

Nestas circunstâncias em 2020 o Porto Open tem **como objectivos centrais:**

- a) **Proporcionar aos jogadores/as portugueses** a participação numa prova internacional em Portugal, que lhes permita: jogar em “casa”, ter a possibilidade de somar pontos no ranking internacional a custos mais baixos do que ter que jogar fora de Portugal e em maior segurança, tendo em conta a situação de pandemia COVID-19;
- b) **Dar a oportunidade aos jogadores/as do Porto e do Norte de Portugal** de brilharem e vencerem na sua região de origem ou de eleição;
- c) Consequentemente, **ter nos quadros masculinos e femininos, no mínimo, cerca de 20% de jogadores/as portugueses (+/- 24 jogadores/as);**
- d) **Manter na Cidade do Porto um evento internacional de ténis**, como acontece na maioria das cidades de icónicas da Europa e demonstrar que, mau grado as circunstâncias, em Portugal e em particular no Porto, os eventos desportivos autorizados são seguros face às exigências e cautelas por causa da COVID-19;
- e) **Garantir a realização de um evento que marque a “agenda desportiva” do ténis do Norte de Portugal** e que sirva para marcar a presença do ténis desta região e projectá-lo tanto a nível

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nacional como internacional;

- f) **Continuar a ser a única prova com quadros masculinos e femininos do circuito profissional realizada em Portugal**, assim como uma das poucas realizadas na Europa desta forma;
- g) **Ter transmissão diária em live streaming, com comentários de especialistas, dos jogos do court central e também do court nº 1**, transmitidos na página facebook e no website da prova (<https://www.facebook.com/portoopen> e <http://www.portoopen.org/>) e no portal do ITF World Tennis Tour, passando a ter **transmissões usando 2 câmaras por court e com a criação de um canal Porto Open no Youtube**, como forma de **superar o facto de este ano não poder haver público** presente, e também como **desenvolvimento da presença do Porto Open nas várias plataformas de comunicação na internet**;
- h) Face à pandemia COVID-19, o evento garantirá o cumprimento a todas as normas nacionais determinadas pela DGS e internacionais determinadas pela ITF (International Tennis Federation), cujo plano de contingência, práticas e procedimentos a organização está obrigada a cumprir.

f. Previsão de custos e das necessidades de financiamento público, com os respetivos cronogramas:

Esta prova desportiva do especial apoio do Município do Porto, em cerca de 20% dos seus custos. O Porto Open 2020 tem uma previsão de custos na ordem dos € 120 000,00
Seria crucial para a prova um apoio financeiro da cidade do Porto na ordem dos € 25 000,00.

Como em toda as anteriores edições do Porto Open é sempre útil e importante, contar com o apoio na promoção, divulgação e apoio logístico para a realização da prova. Por isso, descrevemos aqui a **necessidade de apoio logístico para implementação de Plano de Contingência e de Segurança Sanitária do PORTO OPEN 2020:**

- a) **200 metros de Barreiras/Baias para delimitação de espaços outdoor** confinados aos jogadores, equipas técnicas e staff da prova: zonas de técnicas da competição (nomeadamente, zonas dos courts de ténis) e percursos de acesso para as zonas confinadas



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(cfr. planta do Plano de Contingência e de Segurança Sanitária do PORTO OPEN 2020)

- b) 50 cadeiras de plástico para uso outdoor**, junto aos courts, pelos jogadores e equipas técnicas
- c) 10 mesas com tampo lavável**, para uso do staff e zonas de controlo
- d) 200 fitas da Cidade do Porto**, para serem usadas nas credenciais a utilizar pelos jogadores, equipas técnicas, arbitragem, staff da organização, colaboradores e visitantes identificados. As credenciais são uma peça chave no controlo não só das áreas reservadas dentro do Complexo Desportivo Monte Aventino, bem como no relacionamento e utilização de vários serviços cruciais, como alojamento, alimentação e transporte.

- g. Demonstração do grau de autonomia financeira, técnica, material e humano oferecido pela entidade proponente para a execução do programa/evento, incluindo, se for caso disso, a indicação de outras participações, financiamentos ou patrocínios e respetivas condições:**

A ATPorto detém o know-how, staff e meios para garantir a realização do PORTO Open, da seguinte forma:

- a) Competência técnica, material e humana, assegurada por:**
 - a. Gestão de **recursos humanos próprios com profissionais experientes** e preparados para este tipo de eventos;
 - b. Instituição integrada na FPT e **reconhecida pela ITF na organização de provas internacionais desde 1997;**
 - c. Apoio e colaboração nas áreas da comunicação, promoção e questões logísticas
- b) Capacidade de cumprir obrigações financeiras de um orçamento de cerca de € 120.000,00, com os apoios angariados distribuídos da seguinte forma:**
 - a. Federação Portuguesa de Ténis: 35%**
 - b. Parceiros da Federação Portuguesa de Ténis: 20%**
 - c. Câmara Municipal do Porto: 20%**
 - d. Magnesium-OK: 10%**
 - e. ITF – World Tennis Tour: 10%**
 - f. Parceiros da ATPorto: 5%**

c) Cumprimento de **regras de contingência e procedimentos de higiene e segurança sanitária COVID-19**, de acordo com as normas nacionais (DGS) e as normas internacionais dos eventos de ténis (ITF – International Tennis Federation):

- a. **Plano de Contingência do Complexo Desportivo do Monte Aventino** (documento fornecido pela FPT)
- b. **Plano de Contingência e de Segurança Sanitária do PORTO OPEN 2020** (em anexo e planta com descrição de plano operacional)
- c. **Protocolos para provas internacionais (ITF)** de procedimentos diários de controlo de entradas, de medidas sanitárias, e de rotinas de higiene e limpeza:

Return to International Tennis Protocols

Tournament hosts of ITF events (including Davis and Fed Cup) should familiarise themselves with the relevant Return to International Tennis Protocols below, in relation to the organisation of international tennis during the Covid-19 pandemic.



(em anexo toda esta documentação)

h. **Identificação de quaisquer entidades eventualmente associadas à gestão e execução do programa/evento, definindo a natureza da sua intervenção, os seus poderes e as suas responsabilidades:**

- Associação de Ténis do Porto – organização do PORTO OPEN 2020
- Câmara Municipal do Porto – apoio financeiro e logístico
- Federação Portuguesa de Ténis – apoio e parceria com a integração de uma prova internacional feminina no programa do PORTO OPEN 2020



Modelo de Candidatura

R.

- i. **Relações de complementaridade com outros programas já realizados ou em curso de execução na mesma área ou em áreas conexas, se os houver:**

O Porto Open 2020 não pode ter público nem actividades paralelas e/ou associadas no local onde se realiza a prova. Esta é uma exigência não só das autoridades portuguesas, bem como instâncias internacionais do ténis: ITF, ATP e WTA.

- j. **Calendário e prazo global de execução:**

18 Setembro - Início da preparação e montagens

PORTO OPEN 2020		27-Sep	28-Sep	29-Sep	30-Sep	01-Oct	02-Oct	03-Oct	04-Oct
		Domingo	2ª feira	3ª feira	4ª feira	5ª feira	6ª feira	Sábado	Domingo
		32 jogos	32 jogos	36 jogos	28 jogos	24 jogos	12 jogos	6 jogos	2 jogos
SINGULARES	Masculinos								
	Qualificação	1ª ronda (16)	2ª ronda (16)	Ronda final (8)					
	Quadro Principal			1ª Ronda (8)	2ª Ronda (8)	1/8 Finais (8)	1/4 Finais (4)	1/2 Finais (2)	Final (1)
	Femininos								
	Qualificação	1ª ronda (16)	2ª ronda (16)	Ronda final (8)					
	Quadro Principal			1ª Ronda (8)	2ª Ronda (8)	1/8 Finais (8)	1/4 Finais (4)	1/2 Finais (2)	Final (1)
PARES	Masculinos								
	Quadro Principal			1/8 Finais (2)	1/8 Finais (6)	1/4 Finais (4)	1/2 Finais (2)	Final (1)	
	Femininos								
	Quadro Principal			1/8 Finais (2)	1/8 Finais (6)	1/4 Finais (4)	1/2 Finais (2)	Final (1)	

- k. **Destino dos bens adquiridos ou construídos ao abrigo do programa, se a sua titularidade não ficar a pertencer à entidade outorgante do contrato, bem como a definição da entidade responsável pela sua gestão e manutenção (no caso de infraestruturas):**

Modelo de Candidatura

- I. **Outros aspetos considerados relevantes para apreciação do pedido (nos termos do disposto no artigo 13.º do Regulamento):**

Elementos a instruir o pedido:

- a) Ata da tomada de posse dos órgãos sociais [documentação já entregue na candidatura de 2019];
- b) Fotocópia dos estatutos [documentação já entregue na candidatura de 2019];
- c) **Certidão de não dívida às finanças e segurança social [em anexo];**
- d) Certidão permanente [não aplicável];
- e) Outros considerados pertinentes para efeito das alíneas anteriores.

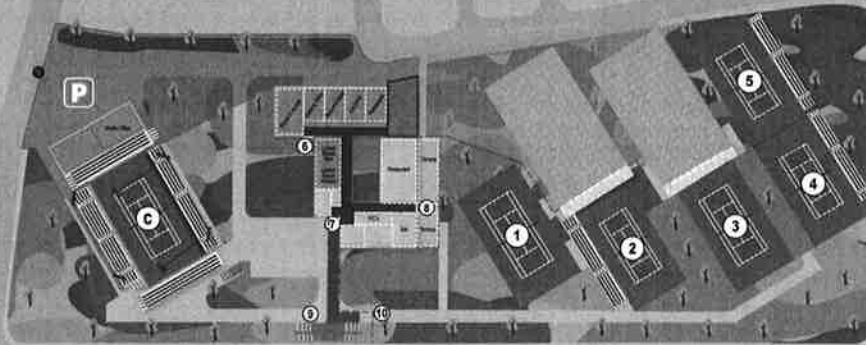
Data: 8 – Setembro - 2020

Assinatura do proponente ou representante legal:



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MAPA DO RECINTO



- Espaços Interiores Exclusivo a Torneio
- Zona de Circulação Exclusiva a Treinos e Aquecimento
- Corredor de Acesso a Visitantes Identificados
- Delimitação Zona Exclusiva a Jogos do Torneio

- C, 1, 2, 3, 4, 5 - Courts de Tênis
- 6 - Acesso à Zona Técnica do Torneio
- 7 - Acesso ao Bar e Restaurante
- 8 - Acesso à Esplanada

- 9 - Ponto de Controle de Entrada e Saídas de Jogadores e Staff do Torneio
- 10 - Ponto de Controle de Entrada e Saídas de Visitantes Identificados

Plano de Contingência e de Segurança Sanitária PORTO OPEN 21 Setembro a 4 Outubro 2020 Complexo Desportivo Monte Aventino

COVID 19 – Coronavírus - SARS-CoV-2

I – ENQUADRAMENTO

Na atual situação relacionada com o COVID-19, as Autoridades de Saúde Nacionais determinam, a todos os serviços e infra-estruturas desportivas inseridas nas competições desportivas autorizadas, a elaboração de planos de contingência que minimizem o risco de contágio e permitam o bom funcionamento das competições desportivas.

A Direção-Geral de Saúde (DGS) emitiu um conjunto de informações e orientações, das quais se destacam a ORIENTAÇÃO 30/2020 de 29/08/2020, actualizada em 20/07/2020, e a ORIENTAÇÃO 36/2020 de 25/08/2020, que vão sendo atualizadas pela DGS de acordo com a evolução da situação.

Este documento define um conjunto de orientações que permite a preparação e adequação da resposta do PORTO OPEN, centrando-se nas questões operacionais a acautelar, de forma a proteger a saúde dos atletas, técnicos, arbitragem, staff da organização e restantes colaboradores, bem como pontuais visitantes, assegurando a realização da prova.

PORTO OPEN é uma prova internacional de ténis, do ITF World Tennis Tour, com quadros competitivos de singulares e pares, masculinos e femininos.

O presente plano tem que tem em conta as normas estabelecidas pela ITF (International Tennis Federation). A aplicação das medidas previstas neste plano de contingência não prejudica a aplicação das recomendações e informações emitidas e a emitir pela DGS.

1.1. O que é o coronavírus – Covid-19?

Os coronavírus são um grupo de vírus que podem causar infeções, do qual faz parte o COVID-19. Normalmente estas infeções estão associadas ao sistema respiratório, podendo ser semelhantes a uma gripe comum ou evoluir para uma doença mais grave, como pneumonia.

1.2. Principais sintomas

Os sintomas são semelhantes a uma gripe, como por exemplo:

- febre;
- tosse;
- falta de ar (dificuldade respiratória);
- cansaço.

1.3. Transmissão da Infeção

Considera-se que o COVID-19 pode transmitir-se:

- Por gotículas respiratórias (partículas superiores a 5 micra);
- Pelo contacto direto com secreções infecciosas;
- Por aerossóis em procedimentos terapêuticos que os produzem (inferiores a 1 micron).

A transmissão de pessoa para pessoa foi confirmada e julga-se que esta ocorre durante uma exposição próxima à pessoa com COVID-19, através da disseminação de gotículas respiratórias produzidas quando uma pessoa infetada tosse, espirra ou fala, as quais podem ser inaladas ou pousar na boca, nariz ou olhos de pessoas que estão próximas e ainda através do contacto das mãos com uma superfície ou objeto com o novo coronavírus e, em seguida, o contacto com as mucosas oral, nasal ou ocular (boca, nariz ou olhos).

1.4. Período de Incubação

O período de incubação (até ao aparecimento de sintomas) situa-se entre 2 a 12 dias, segundo as últimas informações publicadas pelas Autoridades de Saúde. Como medida de precaução, a vigilância ativa dos contactos próximos decorre durante 14 dias desde a data da última exposição a caso confirmado.

II – MEDIDAS PREVENTIVAS

As medidas preventivas no âmbito do COVID-19 têm em conta as vias de transmissão direta (via aérea e por contacto) e as vias de transmissão indireta (superfícies/objetos contaminados),

2.1. Protocolos cautelares diários:

(cumprimento destes protocolos de acordo com as determinações da ITF - International Tennis Federation, na medidas em que não contrariem as medidas nacionais emanadas pela DGS)

- **Controlo de entradas no Complexo Desportivo Monte Aventino** (cfr. anexos ITF)
 - o evento não tem público
 - controlo obrigatório de todos que entram no complexo desportivo:
 - verificação de temperatura por termómetro infravermelhos

- identificação e declarações pessoais assinadas pelo próprio
- acesso separado para área competitiva e área de serviços do complexo desportivo
- **Procedimentos de limpeza e higiene** (cfr. anexos ITF)
 - Jogadores e equipas técnicas não partilham equipamento
 - Uso de máscara em todas as zonas de interiores e no acesso aos courts de jogo e treinos
 - Zonas comuns e áreas de descanso nos courts campos de jogos são desinfectadas nos intervalos dos jogos
 - Jogadores, técnicos, arbitragem e staff obrigados a cumprirem todos os procedimentos de higiene e segurança sanitária determinados pela ITF
- **Áreas de circulação e permanência limitada e exclusiva** (cfr. mapa do recinto em anexo)
 - Planta de contingência e de Segurança Sanitária com áreas de acesso controlado
 - Áreas estabelecidas:
 - Zona Exclusiva a Jogos do Torneio
 - Zona Court Central
 - Zona Courts nº1, 2, 3, 4 e 5
 - Zona de Circulação Exclusiva a treinos e Aquecimento
 - Espaços Interiores Exclusivos a Torneio
 - Sala de jogadores
 - Gabinete de Juiz-Árbitro
 - Recepção e apoio a jogadores
 - Sala de Juizes de Linha
 - Fisioterapia
 - Balneários (masculinos e femininos)
 - Corredor de Acesso a Visitantes Identificados
 - Acesso a Bar e Restaurante
 - Acesso a zona administrativa
 - Pontos de controlo de entrada e saída:
 - Controlo de visitantes identificados
 - Controlo de jogadores e staff do torneio

2.2. Medidas de prevenção diária

(Divulgadas no nas instalações desportivas através de cartazes informativos)

- Lavar frequentemente as mãos, com água e sabão, esfregando-as bem durante pelo menos 20 segundos;
- Reforçar a lavagem das mãos antes e após as refeições, após o uso da casa de banho e sempre que as mãos estejam sujas;



- Usar lenços de papel (de utilização única) para se assoar;
- Deitar os lenços usados num caixote do lixo e lavar as mãos de seguida;
- Tossir ou espirrar para o braço com o cotovelo fletido, e não para as mãos;
- Evitar tocar nos olhos, no nariz e na boca com as mãos sujas ou contaminadas com secreções respiratórias.

2.3. Regresso de deslocações ao estrangeiro

Não tendo sido decretada pela DGS, até ao presente momento, qualquer restrição a deslocações ao estrangeiro, recomenda-se a devida ponderação relativamente à conveniência dessas deslocações, principalmente para países ou zonas em que a propagação do vírus se mostra mais ativa, identificados pelas Autoridades de Saúde.

Os participantes e demais acompanhantes que tenham regressado ou que tenham estado em contacto próximo e direto com quem tenha regressado de país ou zona de risco para a infeção pelo COVID-19, identificados pela DGS, devem, nos 14 dias subseqüentes, monitorizar o seu estado de saúde, medindo a temperatura corporal duas vezes ao dia, registando os valores e estar atentos a tosse ou a dificuldades respiratórias. Devem ainda evitar cumprimentos sociais com contacto físico.

Quaisquer alterações ao estado de saúde devem ser comunicadas de imediato à linha SNS 24 (808 24 24 24) que analisará o risco em concreto e dará as devidas recomendações/orientações.

2.4. Medidas de Isolamento

A colocação numa área de "isolamento" visa impedir que outros possam ser expostos e infetados. Tem como principal objetivo evitar a propagação da doença transmissível no serviço e na comunidade.

Nas instalações do Complexo Desportivo Monte Aventino existem duas áreas de "isolamento", devidamente identificadas que têm como finalidade evitar ou restringir o contacto direto com quem apresente os sintomas acima descritos.

III - PROCEDIMENTOS EM CASO SUSPEITO

De acordo com a DGS, define-se como caso suspeito quem apresente como critérios clínicos infeção respiratória aguda (febre ou tosse ou dificuldade respiratória), associados a critérios epidemiológicos.

3.1. Informar a Direção da Prova e Juiz-Árbitro

Quem apresente critérios compatíveis com a definição de caso suspeito ou com sinais e sintomas de COVID-19, informa Direção da Prova e o Juiz-Árbitro (preferencialmente por via telefónica) e, caso se encontre no Complexo Desportivo Monte Aventino, dirige-se para a área de "isolamento", definida. Já na área de "isolamento" o "suspeito" coloca máscara e contacta a linha SNS 24 (808 24 2424).

Caso necessário acompanhamento do suspeito até à área de “isolamento”, o(s) acompanhantes(s) devem cumprir as precauções básicas de controlo de infeção, quanto à higiene das mãos. Para o efeito, devem proteger-se, momentos antes de iniciar esse acompanhamento, colocando uma máscara e luvas descartáveis. Sempre que possível deve-se assegurar a distância de segurança (superior a 1 metro) do suspeito.

Caso Suspeito Não Validado: este fica encerrado para COVID-19. O SNS 24 define os procedimentos habituais e adequados à situação clínica da pessoa.

3.2. Avaliação SNS 24

O profissional de saúde do SNS 24 questiona o doente quanto a sinais e sintomas e ligação epidemiológica compatíveis com um caso suspeito de COVID-19. Após avaliação, o SNS 24 informa o doente:

3.2.1. Caso Suspeito Não Validado

O caso fica encerrado para COVID-19. O SNS 24 define os procedimentos habituais e adequados à situação clínica do suspeito, o qual informa a Direção da Prova e o Juiz-Árbitro da não validação.

3.2.2. Caso Suspeito Validado

A DGS ativa o INEM, o INSA e Autoridade de Saúde Regional, iniciando-se a investigação epidemiológica e a gestão de contactos. A Direção da Prova e o Juiz-Árbitro é informada da existência de um caso suspeito validado.

- O suspeito deverá permanecer na área de “isolamento” (com máscara cirúrgica, desde que a sua condição clínica o permita), até à chegada da equipa do Instituto Nacional de Emergência Médica (INEM), ativada pela DGS, que assegura o transporte para o Hospital de referência, onde serão colhidas as amostras biológicas para testes laboratoriais;
- O acesso à área de “isolamento” fica interdito (exceto aos acompanhantes designados para prestar assistência);
- A Direção da Prova e o Juiz-Árbitro colaboram com a Autoridade de Saúde Local na identificação dos contactos próximos do doente (Caso suspeito validado);
- A Direção da Prova e o Juiz-Árbitro informam os participantes, colaboradores e visitantes da existência de Caso suspeito validado, a aguardar resultados de testes laboratoriais, mediante os procedimentos de comunicação estabelecidos no Plano de Contingência.

O Caso suspeito validado deve permanecer na área de “isolamento” até à chegada da equipa do INEM ativada pela DGS, de forma a restringir, ao mínimo indispensável, o contacto deste com outras pessoas. Devem-se evitar deslocações adicionais do Caso suspeito validado nas instalações do Complexo Monte Aventino.

3.3. Procedimentos perante um caso suspeito validado

3.3.1. Caso Não Confirmado

Fica encerrado para COVID-19, sendo aplicados os procedimentos habituais da empresa, incluindo de limpeza e desinfeção. Nesta situação são desativadas as

medidas do Plano de Contingência e Segurança Sanitária;

3.3.2. Caso Confirmado

A área de "isolamento" fica interdita até à validação da descontaminação (limpeza e desinfeção) pela Autoridade de Saúde Local. Esta interdição só poderá ser levantada pela Autoridade de Saúde.

A prova deve:

- Providenciar a limpeza e desinfeção (descontaminação) da área de "isolamento";
- Reforçar a limpeza e desinfeção, principalmente nas superfícies frequentemente manuseadas e mais utilizadas pelo doente confirmado, com maior probabilidade de estarem contaminadas;
- Dar especial atenção à limpeza e desinfeção do local onde se encontrava o doente confirmado (incluindo materiais e equipamentos utilizados por este);
- Armazenar os resíduos do caso confirmado em saco de plástico (com espessura de 50 ou 70 micron) que, após ser fechado (ex. com abraçadeira), deve ser segregado e enviado para operador licenciado para a gestão de resíduos hospitalares com risco biológico.

3.4. Procedimento de Vigilância de Contactos Próximos

Considera-se "contacto próximo" quem não apresenta sintomas no momento, mas que

teve ou pode ter tido contacto próximo com um caso confirmado de COVID-19.

3.4.1. Alto Risco de Exposição

- Quem partilhou os mesmos espaços (sala, gabinete, secção, zona até 2 metros) do caso;
- Quem esteve face-a-face com o caso confirmado ou em espaço fechado com o mesmo;
- Quem partilhou com o caso confirmado loiça (pratos, copos, talheres), toalhas ou outros objetos ou equipamentos que possam estar contaminados com expectoração, sangue, gotículas respiratórias.

3.4.2. Baixo Risco de Exposição

- Quem teve contacto esporádico (momentâneo) com o caso confirmado (ex. em movimento/circulação durante o qual houve exposição a gotículas/secreções respiratórias através de conversa face-a-face superior a 15 minutos, tosse ou espirro);
- Quem prestou assistência ao caso confirmado, desde que tenha seguido as medidas de prevenção (ex. utilização adequada de meios de contenção respiratória; etiqueta respiratória; higiene das mãos).

Perante um Caso Confirmado por COVID-19, além do referido anteriormente, deverão ser ativados os procedimentos de vigilância ativa dos contactos próximos, relativamente ao início de sintomatologia. Para efeitos de gestão dos contactos a Autoridade de Saúde Local, em estreita articulação com a Direção, deve:

- Identificar, listar e classificar os contactos próximos (incluindo os casuais);
- Proceder ao necessário acompanhamento dos contactos (telefonar

diariamente, informar, aconselhar e referenciar, se necessário).
O período de incubação estimado da COVID-19 é de 2 a 12 dias. Como medida de precaução, a vigilância ativa dos contactos próximos decorre durante 14 dias desde a data da última exposição a caso confirmado.

Vigilância de contactos próximos

- Monitorização ativa pela Autoridade de Saúde Local durante 14 dias desde a última exposição;
- Auto monitorização diária dos sintomas da COVID-19, incluindo febre, tosse ou dificuldade em respirar;
- Restringir o contacto social ao indispensável;
- Evitar viajar;
- Estar contactável para monitorização ativa durante os 14 dias desde a data da última exposição.

De referir que:

- A auto monitorização diária, feita pelo próprio, visa a avaliação da febre (medir a temperatura corporal duas vezes por dia e registar o valor e a hora de medição) e a verificação de tosse ou dificuldade em respirar;
- Se se verificarem sintomas da COVID-19 e o suspeito estiver nas instalações, devem-se iniciar os "Procedimentos num Caso Suspeito", estabelecidos no ponto III;
- Se nenhum sintoma surgir nos 14 dias decorrentes da última exposição, a situação fica encerrada para COVID-19.

Este Plano poderá sofrer alterações mediante diretrizes emanadas pela DGS.

Regras e procedimentos para as provas internacionais do World Tennis Tour da ITF - International Tennis Federation (11 documentos anexos):

Return to International Tennis Protocols

Tournament hosts of ITF events (including Davis and Fed Cup) should familiarise themselves with the relevant Return to International Tennis Protocols below, in relation to the organisation of international tennis during the Covid-19 pandemic.

 [ITF Return to International Tennis Protocols - Tournament Hosts](#)

 [ITF Return to International Tennis - Explanatory Notes for Tournaments](#)

 [Supporting document - Covid-19 Officer job description](#)

 [Supporting document - PPE hygiene and cleaning](#)


 [Supporting document - Practice and match protocols](#)

 [Supporting document - temperature screening](#)

 [Supporting document - useful links](#)

 [Supporting document - screening questionnaire](#)

 [ITF Return to Tennis Protocols FAQs](#)

 [Supporting document - risk assessment and protocol compliance](#)

 [Supporting document - Covid-19 case management protocol](#)

11-Setembro-2020



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ITF RETURN TO INTERNATIONAL TENNIS PROTOCOLS FREQUENTLY-ASKED QUESTIONS

Date of last update: 19 August 2020.

Note: The term 'tournament' includes Davis Cup and Fed Cup.

Q: What is the process for determining the eligibility of a tournament to be added to the ITF tournament calendar?

- 1 A: The ITF has created a *Tournament Eligibility and Review Protocol*, which can be found on the ITF website at: www.itftennis.com/en/about-us/organisation/publications-and-resources/tournament-organisers/.

Q: Are indoor tournaments permitted by the ITF?

- 2 A: Yes, providing that the necessary precautions are taken. Each tournament must complete a risk assessment, which describes these precautions. The ITF will review this and work with the tournament organiser to ensure that the appropriate precautions will be implemented.

For Davis Cup World Group I & II ties and Fed Cup Play-offs, the ITF strongly suggests that all home nations host outdoors, where weather conditions allow.

Q: What would happen if a player arrived on-site with an elevated temperature (fever) that is not due to Covid-19?

A: In the majority of cases, a player who presents with a non-Covid-19-caused elevated temperature should not be playing tennis, irrespective of the cause.

There is one exception, which is where the elevated temperature is the result of exercise. The ITF screening protocols account for this possibility, by permitting repeated measures.

- 3 This is a question of fairness. Would it be unfair on that person if they were denied access to a tournament? The starting point is to identify the non-Covid-19 reasons why someone could have an elevated temperature. The Mayo Clinic (<https://www.mayoclinic.org/diseases-conditions/fever/symptoms-causes/syc-20352759>) says:

"Fever or elevated body temperature might be caused by:

- A virus
 - A bacterial infection
 - Heat exhaustion
 - Certain inflammatory conditions such as rheumatoid arthritis — inflammation of the lining of your joints (synovium)
 - A malignant tumour
 - Some medications, such as antibiotics and drugs used to treat high blood pressure or seizures
-



-
- Some immunizations, such as the diphtheria, tetanus and acellular pertussis (DTaP) or pneumococcal vaccine

Sometimes the cause of a fever can't be identified.”

However, there may be some causes of elevated temperature that would not necessarily prevent someone from competing (e.g., immunisations).

So, for those latter few people, a Covid-19 (PCR) test could theoretically be helpful. However, the ability of a Covid-19 test to determine whether someone is Covid-19 negative is only moderate, so a second test is needed to be sufficiently confident that the player doesn't have Covid-19 to be allowed to (continue to) participate. Two tests (with 24 hours between them, which is the accepted delay) could not be completed sufficiently soon to allow a player to compete, unless they were on-site around 5 days before the event started.

So, Covid-19 testing provides no benefit in this scenario. The need to protect the wider population against communicable diseases prevails over individual circumstances.

Q: I am at a tournament and notice symptoms of Covid-19. What should I do?

A: If you are on-site at the time you notice symptoms, then you must contact the tournament Covid-19 Officer immediately. If you are on-site, arrangements will be made to return you to your accommodation. You may be seen by the Tournament/Independent Doctor before you leave the site.

4 If you are already at your accommodation, then you should stay there and you should not travel to the site. You should contact the tournament Covid-19 Officer immediately, who will inform the Tournament/Independent Doctor.

If you are sharing accommodation, then you should relocate to a single room with en-suite facilities, if possible, until it is known whether you have Covid-19. If that is not possible, then your room-mate(s) will be required to quarantine with you.

The Tournament/Independent Doctor will provide you with advice. This may include asking you (and your room-mate) to take a Covid-19 PCR (or equivalent) test, or you may be quarantined for 14 days, subject to local requirements. If you take a Covid-19 test, the outcome of that test will determine what you must do next. This process is described in detail in the ITF Covid-19 case management protocol.

5 Q: If I have a negative Covid-19 PCR (or equivalent) or antibody test, am I still subject to temperature screening and self-declaration of symptoms?

A: Yes.

Q: If a participant fails any part of the entry screening, is that person removed from the tournament?

6 A: Yes, in certain cases, including players who have a match that day. For all participants who fail entry screening, the ITF Covid-19 case management protocol will be followed. In the event that a player is certified as not having Covid-19, that player may continue to compete, subject to the tournament regulations and schedule permitting.

Q: What happens if a participant refuses a temperature screen, or to answer the self-declaration questions?

7 A: That person will not be permitted entry to the site.

Q: If a participant does not come on-site on a particular day for a non-Covid-19-related reason and so is not subject to temperature screening, will they be denied access on subsequent days?

8 A: No. Temperature screens are only used for the purpose of permitting entry to the site on the day in question. They are not mandatory on days when participants do not wish or need to enter the site.

Note: the ITF is exploring making daily self-declarations mandatory for all participants, irrespective of whether they come on-site.

Q: How do the ITF protocols deal with asymptomatic carriers of Covid-19?

9 A: The precise proportion of asymptomatic carriers isn't known, but the best estimates are around 15-20%. That is, they make up a relatively small proportion of the total number of cases. It also appears that asymptomatic individuals shed a relatively small amount of virus. Nonetheless, they do pose a risk of transmission. The primary objective of the ITF *Return to International Tennis Protocols* is to prevent transmission, which can be best achieved by compliance with physical distancing and hygiene requirements by all participants, even if they and any other person with whom they come into contact appears to be well.

Q: Will the ITF operate a 'track and trace' system?

10 A: Yes. A system is being developed by which all records of Covid-19 symptoms and screening are stored and used to (a) prevent infected participants from entering tournaments and (b) notify those who may have been exposed to Covid-19. This will be deployed as soon as possible.



Q: Does the Covid-19 Officer need to have a medical background?

- 11 A: No. If the Covid-19 Officer does not have a medical background, the Tournament Doctor must be involved in all medical decisions.

Q: Can two people (e.g. the Tournament Doctor and the Tournament Director) share the Covid-19 Officer role?

- 12 A: Yes, but one dedicated individual is recommended, particularly at larger tournaments. Those people should maintain regular and frequent communication with each other to ensure that all elements of the role are being properly undertaken.

Q: Does the ITF have protocols for matches?

- 13 A: Yes. These are published on the ITF website at www.itftennis.com/en/about-us/organisation/publications-and-resources/tournament-organisers/.

Q: Are spectators permitted at ITF tournaments?

- 13 A: Yes, providing that the maximum number of spectators does not exceed the number that can be safely managed within the venue or any limits imposed by local authorities, physical distancing requirements are followed, and the necessary precautions are taken. Spectator safety protocols are being developed and will be published in due course.

Q: Will there be sanctions for people who don't comply with the ITF *Return to International Tennis Protocols*?

- 14 A: Yes. All participants have a responsibility to reduce the risk of transmission of Covid-19 at ITF tournaments. The relevant tournament regulations will be amended to address any failures to implement or comply with the ITF *Return to International Tennis Protocols*.

Q: Does the ITF have a dedicated helpline for Covid-19 issues?

- 15 A: Yes – covid19@itftennis.com.
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ITF RETURN TO INTERNATIONAL TENNIS PROTOCOLS EXPLANATORY NOTES FOR TOURNAMENT ORGANISERS

Introduction

This document is intended to provide supporting information for the ITF *Return to International Tennis Protocols* for tournament hosts, and is intended to be read together with that document. Tournament hosts are advised to read both documents and to familiarise themselves with the relevant amendments to the regulations for the tournament(s) in question.

SECTION	EXPLANATORY NOTE
Eligibility to host an ITF tournament	
1	For the avoidance of doubt, local or national (as applicable) government legislation and guidance in the host country takes primacy over these protocols only where it imposes <i>more</i> stringent standards or restrictions (otherwise, these protocols shall be applied). Accordingly, where such legislation or guidance prohibits a tournament from being held for any reason, then no ITF tournament in that location will be permitted.
2	'Sufficient' refers to the number of countries from which the host nation is accessible. 'Reasonable' refers to the restrictions imposed at the point of entry (e.g. quarantine). At the time of application, host organisers must notify the ITF of access restrictions and keep the ITF updated as to any changes in those restrictions.
3	Failure to meet any of the minimum standards in the 'risk mitigation' section is subject to sanction under the Code of Conduct of the relevant ITF tour regulations.



SECTION	EXPLANATORY NOTE
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ITF tournament framework during the Covid-19 pandemic

This applies to all participants (except for those who require essential physical assistance, in which case the appropriate Personal Protective Equipment (known as 'PPE') must be used where physical distancing is not possible), to reduce the risk of transmission of Covid-19 by the avoidance of close and prolonged contact. For the avoidance of doubt, compliance with physical distancing requirements applies between Team Members, during team competition.

1 Physical distancing requirements shall, as a minimum, meet the requirements of the relevant authorities of the host location. Where no minimum is specified by the relevant authorities, or where that minimum is less than 1 metre, the minimum physical distancing shall be 1 metre (except for vulnerable individuals, for whom the minimum is 2 metres). To avoid creating confusion for other participants, physical distancing must be practised by members of the same household.

Where physical distancing is not possible, then face coverings must be worn. Seating plans should avoid face-to-face orientations, failing which a screen should be placed between facing seats.

Personal hygiene includes:

- 2
- Regular hand-washing or hand-sanitising;
 - Not touching your face;
 - Coughing into your elbow, or a tissue and immediately discarding it;
 - Wearing a face covering where appropriate

To facilitate this requirement, tournaments must make available for use by all participants a suitable supply of hygiene materials and may wish to provide a package of sanitiser, wipes and tissues to all participants on arrival.

3 These methods may include testing or screening. (See 'risk mitigation' section).

Additional precautions that will be taken to protect vulnerable individuals must be described in the tournament risk assessment. At a minimum, physical distancing for such individuals must be 2 metres. Vulnerable individuals are those that are at elevated risk of severe Covid-19 symptoms, including:

- 4
- a. People with underlying health conditions;
 - b. People aged 65 and above.

A list of qualifying underlying health conditions can be found at: <https://www.nhs.uk/conditions/coronavirus-covid-19/people-at-higher-risk/whos-at-higher-risk-from-coronavirus/>

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- 5
- The risk of infection increases where the density of people increases and where there are failures to comply with physical distancing requirements and hygiene precautions. A full list of authorised participants and tournament staff and their functions must be provided as part of the tournament's risk assessment (see 'risk mitigation' section).

For team events, the host organiser must advise the visiting team(s) in the tie questionnaire of the maximum number of team members, VIPs and other delegates who can be accommodated on site, based on the capacity of the venue. All teams must be permitted the same number of team members, VIPs and delegates.

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- 6
- Tournament hosts must ensure that tournament staff and spectators share as little on-site space as possible, e.g. by providing dedicated routes for players and support personnel to move around the site.
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SECTION	EXPLANATORY NOTE
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Compliance	
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Tournament organisers and all participants are collectively responsible for reducing the risk of Covid-19 transmission. Failure to comply with any requirement places the health of other participants at an elevated risk of infection.

Failure to comply by a tournament may result in a sanction under the ITF Code of Conduct including a fine and/or revocation of approval to sanction ITF tournaments.

1

The Tournament Supervisor or (for Davis Cup and Fed Cup) Referee is responsible for monitoring and enforcing failures to comply with the requirements in this document by players and player support personnel. The Referee or Supervisor may enlist the assistance of the Covid-19 Officer, where necessary, but the Covid-19 Officer has not decision-making authority. Failures by tournaments to comply with requirements will be enforced by the ITF.

SECTION	EXPLANATORY NOTE
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Risk Mitigation	
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The Covid-19 Officer must be on-site throughout the tournament (including, as a minimum, from the day the Referee arrives on-site to the day he or she departs) and will be responsible for the overall preparation, implementation and monitoring of the tournament's risk assessment, the minimum standards in this document and all relevant government requirements on behalf of the tournament.

1

Adequate resources must be dedicated to this function. It is expected that this will be a dedicated role at larger tournaments.

2

A risk assessment template is available as a supporting document.

3

Local testing services may be required, in the event that participants require such testing (e.g., in order to access another country or to confirm whether they are infected with Covid-19). Key information to be provided includes location, opening hours, testing costs, and turnaround time for results.

4

Event cancellation insurance may be difficult to obtain and/or expensive. However, where it is available at a reasonable price, tournament hosts are recommended to obtain it.

5 Local restrictions should include any location-specific travel advice, and should be provided as soon as reasonably practicable (but in any case no later than 14 days in advance of the tournament and kept updated). At a minimum, the information should include:

- Any requirement to have a certified negative Covid-19 test prior to entering the country or participating in the tournament;
- Any quarantine requirements on arrival into the host country.

6 In practical terms, restrictions such as quarantine (which normally applies for 14 days) are likely to prevent access to a tournament for players and support personnel. Local authorities may be willing to relax those requirements under certain circumstances (e.g. where the traveller has a certified negative Covid-19 test, or where they will be subject to sufficient precautions for the duration of their stay). Any such relaxations will encourage participation.

7 If a dedicated hotel cannot be provided, the fewest number of tournament hotels is recommended. Tournament hotels should be encouraged to implement physical distancing and hygiene practices that are consistent with the requirements of the *ITF Return to International Tennis Protocols*.

Where a participant in a shared room is required to isolate, due to infection or exposure to Covid-19, then the same will be required by other person(s) sharing the room.

Where no minimum physical distance is specified by the relevant authorities, or where that minimum is less than 1 metre, the minimum physical distancing shall be 1 metre (except for vulnerable individuals, for whom the minimum physical distancing is 2 metres).

8 In Davis Cup and Fed Cup, dedicated tournament-provided transport should be made available for team members, which may require additional vehicles, compared to the Hosting Manual or the Organisational Requirements for Regional Round robin events. All vehicles should be sanitised following each use. Screens should separate the driver from the passengers. The transport schedule should be coordinated with practice and match times to minimise time spent on-site by participants. All transport bookings must be made remotely (telephone or online).

Parking arrangements should permit physical distancing and avoid interaction between participants and spectators. Provide sanitiser at pick-up points.



The general principle is to minimise the number of people waiting to enter the venue at any time and to keep them apart while they are waiting.

9 Credentials should be obtained online and in advance of the tournament. Ideally, separate entrances/exits would be provided for (1) players, support personnel and officials, (2) tournament staff and (3) spectators.

Tournament hosts must comply with any testing that is required by government in the country concerned and which goes beyond the ITF minimum standards. Any such additional testing must be provided at the tournament's cost.

10 Records of all participants' screening responses shall be retained by the ITF in case of a Covid-19 outbreak, in accordance with applicable data protection laws.

Failure to comply with testing will result in the person concerned being denied entry to the site and not being permitted to participate in any ITF tournament until such time that they comply with those requirements in full.

Notices should be posted at site entrance points, emphasising 'no screen, no access' policy.

11 Case management protocols are available as a supporting document.

12 'Exposed' refers to anyone who has been in close contact with the affected individual within the previous 48 hours of the onset of the affected individual's symptoms. Close contact is defined as: face to face contact (under 1 metre) for any length of time; within 1 to 2 metres for more than 15 minutes; sharing an enclosed space for more than 2 hours; anyone living in the same household or household-like setting (e.g. hotel room, apartment or hostel).

Where required by local legislation, public health authorities must be notified of Covid-19 cases. ITF will endeavour to notify exposed participants and other tennis organisations, as necessary.

13 Organisers will need to source, and make available, a suitable supply of Personal Protective Equipment (known as 'PPE') for all tournament staff. Consider providing face coverings at site access points.

14 Tournaments may extend the sign-in period to accommodate telephone sign-in. (Not applicable to Davis Cup and Fed Cup).

Any request to depart from the *ITF Officiating Requirements* must be approved in advance by the ITF. Accommodation that permits physical distancing must be provided for the use of officials between assignments.

- 15 For Davis Cup (DC) and Fed Cup (FC), the required number of on-court officials, unless agreed otherwise by the ITF, is:
- Qualifier ties, DC & FC Play-Offs and DC Group I: 7;
 - DC Group II ties: 5
 - FC Regional Group Events: 5
 - DC Regional Group Events: 3

Where possible, only mobile tickets should be issued to spectators. Notice of ticket holders' responsibilities should be sent in advance, supported by on-site signage. Staggered arrival, entry and exit of ticket holders should be encouraged. Multiple entry and exit points (separate from participants) that prevent congestion are recommended.

- 16 To the extent possible, spectators must not share the use of any parts of a venue with any participants, including entrances and exits, and other amenities (including toilets, changing rooms and dining areas).

All seats should be designated seats. Cash transactions at amenities should be discouraged. Movement flow around the venue should be managed to prevent congregation of groups.

Spectator numbers in all areas publicly-accessible areas (including fan zones, commercial areas and at public concessions) must be restricted to that which is manageable while maintaining physical distancing.

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- 17 Movement protocols should encourage physical distancing and hygiene, such as one-way systems, marked pathways and physical distancing markers provided at appropriate locations, such as amenities and entrance/exit points. In toilets, separate entry and exit doors are recommended.

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- 18 Ventilation contributes to the dispersal and dilution of airborne droplets that may transmit Covid-19. Where air conditioning is used, it should be set to use a fresh air supply, rather than recirculation, and air flow should be directed away from individuals. Where possible, outdoor venues are preferable.

For full ventilation recommendations, see:
www.ecdc.europa.eu/sites/default/files/documents/Ventilation-in-the-context-of-COVID-19.pdf

While indoors, face coverings should be worn at all times, excluding at Opening Ceremonies, providing that physical distancing requirements are maintained.

19 For Davis Cup and Fed Cup, the only official functions that will be permitted are the Official Draw, Opening Ceremony and Captains' Meeting. Only players will be permitted to participate in on-court events, except the Opening Ceremony, for which media and neutral officials may be on-court, but must maintain physical distancing at all times. No items shall be given or exchanged between participants during events and functions, meaning no exchange of pennants or gifts in DC and FC.

All seating areas, including team benches, VIP hospitality and Presidential Box and for tournament officials, must comply with physical distancing requirements.

20 Only pre-packaged meals and individually-sealed drinks should be provided. For the avoidance of doubt, buffet meals are not permitted. Public water fountains should be disabled. Dedicated and physically-separated amenities for staff/players/teams should be provided, where possible. Player lounges may be located at the tournament hotel, subject to ITF approval in advance.

The number of media must be limited according to the available space in the relevant media facilities, such that physical distancing can be maintained at all times. All media activities (including on-court interviews) must meet physical distancing requirements, and take place in adequately ventilated rooms, or outside.

21 Print media are not permitted to attend draw ceremonies. Post-draw interviews must take place in a separate room following the draw. If a separate room is not available, the room in which the draw took place must be cleaned prior to the interviews.

It should be possible for persons making deliveries to remain outside the access perimeter, and only the items being delivered cross that perimeter. Consideration should be given to disinfecting deliveries, where deemed necessary.

Common areas should be deep cleaned weekly, with regular disinfecting of high-touch surfaces and in high-traffic areas (surfaces and areas subject to regular cleaning should be set out in the risk assessment, but will include chairs, toilets and all door handles) throughout the day.

23 Deep cleaning covers areas that are not part of a traditional 'surface' clean, e.g. behind, inside and under objects; inside and outside windows, full dusting and disinfecting of all surfaces that may be touched (e.g., handles, switches, sockets,

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control panels). Staff should be responsible for disinfecting their personal items, such as computers, keyboards and telephones. An adequate supply of suitable cleaning products will be required, that allow cleaners to:

- Decontaminate with disposable cloths/paper towel and a fresh solution of general-purpose detergent and water or detergent-impregnated wipes;
- Rinse and dry;
- Disinfect using 70% isopropyl alcohol.

Cleaning staff must be trained in these procedures and all cleaning staff must wear Personal Protective Equipment (also known as 'PPE'). Each tournament will need to ensure that a sufficient supply of cleaning products is available for this purpose.

Daily cleaning includes medical facilities (between treatments), locker rooms and showers (between uses), toilets, player dining and player lounges, and wheelchair storage facilities. Wheelchair players shall be responsible for placing their wheelchairs in storage locations and are responsible for ensuring that their wheelchairs are disinfected at the time of storage. The tournament is responsible for cleaning the high-touch parts of the storage area (e.g. door handles).

Anti-doping staff shall be responsible for cleaning the Doping Control Station.

Access points should be passable without the need to touch surfaces (excluding fire doors, toilet doors and anti-doping facilities). measures should be taken to discourage unnecessary touching of surfaces.

24 Signs should include contact details of the Covid-19 Officer and the location of the medical post.

25 ITF practice and match protocols are available as a supporting document.

Showers are permitted only after matches and only where:

- Physical distancing can be maintained;
- Where the player is competing in more than one match in a day and during team events.

26 Where the locker room includes the team lounge, the shower area must be physically separated from all other parts of the lounge.

Only single-use personal cleaning products should be provided.

The maximum number of people undergoing treatment at any one time must be determined by the available space in the relevant room(s), such that physical distancing can be maintained at all times (except during treatments).

27

A schedule of treatment times must be published. Medical staff must maintain the strictest hygiene precautions and must use adequate Personal Protective Equipment (also known as 'PPE') during all treatments. Physical barriers between adjacent treatment spaces may be used. Additional treatment facilities meeting the same specifications may be provided at the player hotel(s), subject to ITF approval in advance.

All treatment bookings should be online. Between each treatment/patient, all equipment must be cleaned and medical staff must change their PPE as necessary.



ITF RETURN TO INTERNATIONAL TENNIS PROTOCOLS PRACTICE AND MATCH PROTOCOLS, INCLUDING TOWEL POLICY

Note: this protocol is subject to change, without notice. Last updated – 12 August 2020.

Practice and match protocols are designed to reduce the risk of transmission of Covid-19, by ensuring that all relevant hygiene precautions are taken and, where possible, physical distancing is maintained.

Note: On-court personnel are not required to wear masks, face coverings or gloves, but must comply with physical distancing and hygiene requirements at all times. For the avoidance of doubt, ball persons are permitted on-court. Players should not use tennis balls to cover their mouths when talking to their doubles partner.

COMMON PROTOCOLS	COMMENT
General	
Players should arrive at the venue as close to their allotted starting time as is reasonable, unless the locker rooms are in use and physical distancing can be maintained.	
Players should depart as soon as reasonably possible after his/her match, unless <ul style="list-style-type: none">- Locker rooms are in use and physical distancing can be maintained;- The player is competing in another match on the same day;- The player is part of a team.	
All on-court personnel (particularly players) should avoid raising their voices when facing each other.	<i>Covid-19 droplets are likely to be propelled further when voices are raised.</i>
Physical distancing shall be maintained by all on-court personnel at all times.	<i>The only exceptions to this are (a) incidental and unavoidable contact during doubles, (b) court calls for medical assistance and (c) to assist wheelchair players (such assistance to be limited to player support personnel).</i>



All personal items must be removed from the court, following use.

Where a tournament provides disposable (e.g. drinks) or single-use (e.g. towels) items, designated locations to discard these following use must be provided.

Tournaments should be prepared for an increased demand for disposable items and towels.

No shared-use items should be provided.

This would include drinks coolers, unless hands-free access is provided.

Physical distancing

Maintain physical distancing throughout.

Personal hygiene

Players shall not share any equipment.

Players may mark and divide the balls in use, to allow use of separate balls when serving;

Balls are shared equipment. Players should avoid handling the balls to the greatest reasonable extent.

Sanitiser, disinfecting wipes and tissues should be available for all on-court personnel.

Court hygiene

Disinfect all court fixtures between every practice/match.

This includes players' and officials' chairs, chair umpires' scoring devices, towel holders and drinks coolers, coolers, ball box, net posts and strap, and team and ITF seating. Ball persons' cushions should be replaced with new ones.

NAs must ensure that they have enough cleaning staff employed to undertake the cleaning in the minimum time required, and no longer than ten minutes when there is another match due on court

Provide hygiene notices for players, officials and spectators.

Where on-court supplies (drinks, ice, towels, etc.) are provided, these should be replaced or disinfected before and after matches.

All on-court food and drink must be removed and replenished after every match.

PRACTICE PROTOCOLS

COMMENT

General

Only remote bookings (online or telephone) are permitted.

MATCH PROTOCOLS

COMMENT

General

Adjoining courts may be used simultaneously for practice and match play, providing that physical distancing requirements are met at all times.

Entry and exit points should permit physical distancing. Court equipment and seating on adjacent courts should not be placed back-to-back.



Ball numbers and changes shall be maintained as set out in the relevant regulations.

One person should be responsible for ball changes and should wash or sanitise their hands before and after doing so. Disinfecting the ball cans prior to opening is recommended.

Until there is evidence of a significant threat to the transmission of Covid-19 via tennis balls, repeated use of balls is not prohibited, although single use is recommended.

All on-court and post-match activities (including opening and closing ceremonies, trophy presentations and interviews) must comply with physical distancing requirements.

On-court officials are not required to wear gloves or face coverings, but must maintain personal hygiene at all times.

Physical distancing

Pre-match

- Provide a pre-match holding area that permits physical distancing (where necessary);
- No player should escort ball persons or other individual onto court;
- During the pre-match coin toss;
- By avoiding a pre-match handshake;

The fewest number of on-court officials (including ball persons) required to provide the appropriate level of officiating must be used (as per ITF Officiating Requirements).

Any request to depart from the ITF Officiating Requirements must be approved in advance by the ITF. Accommodation that permits physical

distancing must be provided for the use of officials between assignments.

For Davis Cup (DC) and Fed Cup (FC), the required number of on-court officials, unless agreed otherwise by the ITF, is:

- *Qualifier ties, DC & FC Play-Offs and DC Group I: 7;*
- *DC Group II ties: 5*
- *FC Regional Group Events: 5*
- *DC Regional Group Events: 3*

The number of ball persons to be used in DC and FC events will depend on the court size and the level of the tie or event. The number that the NA is asked to provide will be advised by the ITF no later than ten weeks ahead of the ties / events.

During the match

- During changeovers, avoid crossing the net at the same time and ideally should cross on different sides;
- Ball persons do not hold umbrellas or provide other services for players during changeovers;
- Players' chairs should be separated from the Chair Umpire by a minimum of 2 metres;
- Players and Chair Umpires should remain separated by a horizontal distance of 2 metres at all time;
- Where on-court coaching is permitted, the coach and player(s) should maintain physical separation at all times;

After the match

- Avoid a post-match handshake with the opponent or Chair Umpire;
 - Do not take selfies with spectators or sign autographs or throw/give any personal items to spectators.
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Personal hygiene

The ITF Towel policy shall be implemented.

ITF TOWEL POLICY

1. Players must handle their own towels exclusively, i.e. do not request towels from, or give their towels to, ball persons at any point during the match.
2. Ball persons (and officials) are instructed to not handle players' towels at any time during a match.
3. Players are solely responsible for their towels during changeover (to be enforced by the Chair Umpire).
4. Designated locations for towels should be identified on each court, making certain that each player is using a different location for their towel at each end of the court.
5. Following every match, the towel area must be disinfected.
6. Where tournaments provide towels, a central location in which used towels can be discarded must be provided. Do not shake towels.
7. All towels provided by the tournament must be laundered after each match/practice at the highest appropriate temperature and dry thoroughly before further use.

ITF RETURN TO INTERNATIONAL TENNIS PROTOCOLS RECOMMENDED PERSONAL PROTECTIVE EQUIPMENT (PPE), HYGIENE AND CLEANING

Note: this protocol is subject to change, without notice. Last updated – 22 July 2020.

Personal Protective Equipment (PPE)

Tournaments must make available for the use of relevant staff an adequate supply of:

- Disposable face coverings;
- Single or sessional use fluid-resistant surgical masks;
- Single or sessional use eye/face protection;
- Disposable plastic aprons;
- Disposable gloves.

Hygiene

Tournaments must make available for the use of participants and spectators an adequate supply of:

- Hand sanitiser (at least 60% alcohol content);
- Alcohol-based wipes (at least 70% alcohol);
- Tissues;
- Face coverings.

All participants must:

- Wash or sanitise their hands regularly and frequently;
- Wear a face covering when indoors and in close proximity to others (including when using transport), and at all times on-site, except during practice, matches, during gym sessions (unless physical distancing cannot be maintained) and when using showers;
- Catch coughs and sneezes in tissues and discard them immediately.

Cleaning¹

Tournaments must ensure regular and frequent cleaning.

PPE

The minimum PPE to be worn for cleaning an area after a person with symptoms of, or confirmed COVID-19 has left the setting possible is disposable gloves and an apron. Wash hands with soap and water for 20 seconds after all PPE has been removed.

¹ COVID-19: cleaning in non-healthcare settings outside the home. Accessed on 23 July 2020 at www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings#left-area.



If a risk assessment of the setting indicates that a higher level of virus may be present (for example, where someone unwell has spent a significant time in a particular location on-site), then additional PPE to protect the cleaner's eyes, mouth and nose may be necessary. The local public health authorities can advise on this.

Cleaning and disinfection

- a combined detergent disinfectant solution at a dilution of 1,000 parts per million available chlorine, or a household detergent followed by disinfection at a dilution of 1,000 parts per million available chlorine. (Follow the manufacturer's instructions for dilution, application and contact times for all detergents and disinfectants);
- An alternative disinfectant that it is effective against enveloped viruses.

Avoid mixing cleaning products together as this can create toxic fumes. Avoid creating splashes and spray when cleaning.

Any cloths and mop heads used must be disposed of and should be put into waste bags.

Laundry

When items cannot be cleaned using detergents or laundered, for example, upholstered furniture and mattresses, steam cleaning should be used.

Wash items in accordance with the manufacturer's instructions. Use the warmest water setting and dry items completely. Dirty laundry that has been in contact with an unwell person can be washed with other people's items. To minimise the possibility of dispersing virus through the air, do not shake dirty laundry prior to washing.

Clean and disinfect anything used for transporting laundry with your usual products, in line with the cleaning guidance above.

Waste

Personal waste from individuals with symptoms of COVID-19 and waste from cleaning of areas where they have been (including PPE, disposable cloths and used tissues):

- Should be put in a plastic rubbish bag and tied when full;
- The plastic bag should then be placed in a second bin bag and tied;
- This should be put in a suitable and secure place and marked for storage until the individual's test results are known.

This waste should be stored safely and kept away from children. It should not be placed in communal waste areas until negative test results are known, or the waste has been stored for at least 72 hours.

If the individual tests negative, this can be put indisposed of immediately with the normal waste.

If Covid-19 is confirmed, then this waste should be stored for at least 72 hours before disposal with normal waste.

If during an emergency you need to remove the waste before 72 hours, it must be treated as Category B infectious waste. You must:

- Keep it separate from your other waste;
- Arrange for collection by a specialist contractor as hazardous waste.

4/13

ITF RETURN TO INTERNATIONAL TENNIS PROTOCOLS MANAGEMENT OF COVID-19 CASES AT THE TOURNAMENT VENUE

Note: this protocol is subject to change, without notice. Last updated – 28 August 2020.

The protocols set out below should be followed for the management of participants who present with Covid-19 symptoms. Local government regulations and public health requirements – where more stringent than this protocol – take precedence. *Note: the term ‘tournament’ includes Davis Cup and Fed Cup events.*

This protocol is triggered when a participant:

Responds to the daily self-declaration questionnaire upon entry to the site that they have any of the following Covid-19 symptoms or self-reports any of these symptoms at any other time:

- 1
 - Fever (38°C or above).
 - New or persistent cough.
 - A change or loss in the senses of taste or smell.
 - Cold-like symptoms.
 - Congestion or runny nose.
 - Sore throat.

-
- 2 Has a measured temperature upon entry to the site of 38°C or above.
-

Off-site occurrence

The affected participant must not attend or be allowed access to the tournament site, unless there is a Tournament Doctor available immediately and the site has an isolation room close to the entry point into which the participant can be immediately placed without coming into contact with any other person. In any event, that person must immediately report his/her possible infection to the Covid-19 Officer (or, if the infection/symptoms occur within 14 days after the tournament, to the ITF at covid19@itftennis.com). The Covid-19 Officer must inform the Tournament / Independent Doctor.

The relevant parts of the ‘Subsequent actions and return to competition’ section (below) should be followed.

On-site occurrence

The affected participant must report the case to the Covid-19 Officer immediately on becoming aware of his/her (possible) infection. The Covid-19 Officer must inform the ITF (at covid19@itftennis.com) and transfer the affected individual to a designated location for isolation/quarantine, where he/she should be assessed by the Tournament/Independent Doctor, if available within a reasonable time.



If possible, the affected individual should be subject to an antigen PCR (or approved equivalent) test.

Option A

If (a) an antigen PCR (or equivalent) test is conducted and is positive, or if the result is not available at the appropriate time (immediately, for a match in progress, or otherwise prior to the player's next match), (b) the Tournament/Independent Doctor determines that the affected individual has Covid-19 or cannot rule out that the affected individual does not have Covid-19, or (c) no antigen PCR (or equivalent) test is conducted on-site, then:

- Where the affected individual is a player. The Tournament/Independent Doctor will recommend to the Tournament Referee/Supervisor that the affected individual is ruled ineligible to compete in his/her next match or to complete the match in progress. The Tournament/Independent Doctor will also recommend to the Covid-19 Officer that the affected individual should be evacuated from the site.
- Where the affected individual is not a player. The Tournament/Independent Doctor will recommend to the Covid-19 Officer that the affected individual should be evacuated from the site and is not permitted to continue to participate in the tournament.

The relevant part(s) of the 'Subsequent actions and return to competition' section (below) should be followed.

Option B

If the Tournament/Independent Doctor determines that the affected individual does not have Covid-19 and does not pose an immediate health risk to him/herself or other participants, then:

- Where the affected individual is a player, the Tournament/Independent Doctor will recommend to the Tournament Referee/Supervisor that the affected individual remains eligible to participate in the tournament, where the schedule permits such participation.
- Where the affected individual is not a player, the Tournament/Independent Doctor will recommend to the Covid-19 Officer that the affected individual be permitted to remain on-site and continue to participate in the tournament.

Subsequent actions and return to competition

1	Where he/she is not already quarantined, instruct the affected individual to wear a face mask (or, if not available, face covering).
<hr/>	
2	Notify the local public health authorities (as necessary) and the ITF (covid19@itftennis.com).
<hr/>	

3

Return the affected individual to their accommodation, ensuring that the appropriate precautions are taken to protect anyone who may come into contact with the affected individual.

4

If they were sharing a room, relocate the affected individual to a single room with en-suite facilities, if possible. Note: the person with whom the room was being shared must also be quarantined (for 14 days), unless it is confirmed that the affected person has (in which case, the quarantine should last for 10 days from the date of confirmation) or does not have Covid-19 (in which case, the quarantine can stop).

5

Conduct a Covid-19 PCR (or equivalent) test as soon as possible. Where this is not possible, the affected individual must be quarantined for 10 days after the last known date of exposure, unless otherwise directed by local requirements or the Tournament/Independent Doctor. If a Covid-19 PCR (or equivalent) is conducted and the results of that test (or an on-site test) are received:

a. If the result is positive, the affected individual must be isolated in accordance with local requirements (normally, for a minimum of 7 days from when symptoms started). An affected individual may be permitted to return to his/her home, providing that he/she can do so without risking infecting others;

b. If the result is negative, then a second test should be taken, no sooner than 24 hours later¹. If the result of the second test is positive, then follow section 5(a). If the result of the second test is negative, then (provided that a minimum of 72 hours from the onset of the suspected Covid-19 symptoms that triggered this protocol has elapsed) the quarantine can stop and the affected individual may return to participate in tournaments.

6

If no testing is available, or if a first test is negative, but no second test is taken, the affected individual shall be quarantined for 10 days since the last known date of exposure.

¹ This is based on the 'false negative' rates of PCR (or equivalent) tests. Only a second negative result will be taken as confirmation that the participant does not have Covid-19.

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**RETURN TO
INTERNATIONAL TENNIS
PROTOCOLS –
TOURNAMENT HOSTS**



14 AUGUST 2020

INTERNATIONAL TENNIS FEDERATION





RETURN TO INTERNATIONAL TENNIS PROTOCOLS

Foreword

In order to support a safe return to international tennis tournaments, the ITF has devised protocols that all tournament hosts and participants must follow, to mitigate the risk of exposure to, and spread of, Covid-19.

This document applies to all ITF-owned and sanctioned tennis tournaments, including Davis Cup and Fed Cup, Junior Team competitions, World Tennis Tour Mens, Womens and Juniors, Beach Tennis, Seniors and Wheelchair Tennis, with effect from 1 August 2020.

All ITF tournaments and participants (which includes players, support personnel, officials, tournament staff, contractors and any other credentialed individual) must comply with the requirements set out in this document.

Information regarding Covid-19 is constantly changing. The information provided in this document is not intended to be a substitute for guidance provided by local, national or international government and health organizations. The ITF makes no representation as to, and assumes no responsibility for, the accuracy or completeness of the information contained in this document in respect of its effectiveness in preventing or controlling the spread of Covid-19.

The Tournament Director (or, in the case of Davis Cup and Fed Cup, the Official Organiser) is responsible for ensuring the welfare of all persons attending a tournament. This document provides the ITF's guidance regarding the minimum standards that a tournament must implement in order to safeguard the welfare of participants. A tournament may impose higher standards than those described in this document where it considers it appropriate to do so, or where so required by local legislation. The Tournament Director must ensure that each tournament is conducted in accordance with these protocols as published at the time of the tournament.

This document is subject to change and may be amended from time to time at the discretion of the ITF. The ITF will make the latest version available on its website: www.itftennis.com. Any questions regarding this document should be addressed to the ITF at covid19@itftennis.com.

Introduction

The overall objective of this document is to describe the measures that are necessary to protect the health and safety of participants in ITF tournaments. By setting out those measures, participants in all tournaments covered by this document can be confident that the appropriate measures are being taken and have the benefit of a consistent approach.

The ITF *Return to International Tennis Protocols* comprise four sections:

1. ELIGIBILITY TO HOST A TOURNAMENT

This section describes the criteria by which the ITF will decide whether a tournament is eligible to be added to the ITF calendar.

2. ITF TOURNAMENT FRAMEWORK

This section sets out the ITF's guidance, recommendations and minimum standards that all tournaments must meet in order to adequately protect the health and safety of participants in relation to Covid-19.

3. COMPLIANCE

The framework by which any failures to meet the minimum standards are described in this section

4. RISK MITIGATION

This section sets out the measures that are required to reduce the risk to participants of Covid-19 transmission

How to use this document

The information in this document describes the main requirements for tournament hosts when organising international tennis tournaments during the Covid-19 pandemic. All tournament hosts are advised to read this document together with the relevant explanatory notes (available as a separate document), and to familiarise themselves with the relevant amendments to the regulations for the tournament(s) in question.



GENERAL INFORMATION

Eligibility to host an ITF tournament

In order to be eligible for addition to the ITF calendar, the following criteria must be met:

1. Government legislation must permit a tennis event to be held in the host country.
2. The host nation's borders must be open to international visitors, giving sufficient and reasonable access to that nation to players, as determined by the ITF.
3. Each host organiser must, on application to host a tournament, confirm that it will implement the minimum standards set out in the 'risk mitigation' section of this document.

ITF tournament framework during the Covid-19 pandemic

The framework below forms the basis for the minimum standards that all tournaments must meet in order to adequately protect the health and safety of participants in relation to Covid-19.

1. Physical distancing must be respected at all times by all participants and spectators.
2. Personal hygiene measures must be taken by all participants.
3. Methods of identifying potential cases of Covid-19 prior to entry to the tournament site and of identifying participants who may have been exposed to Covid-19 during a tournament must be implemented.
4. Consideration must be given to additional protection for vulnerable individuals.
5. The minimum number of participants required for the tournament to operate should be permitted on-site.
6. Players and support personnel must isolate from other participants and spectators, to the greatest possible extent.

Compliance

1. Effective implementation of the minimum standards for hosting tournaments requires a programme of monitoring and, where those standards are not met, enforcement.

Risk mitigation

The Covid-19 virus presents an elevated health risk to all participants. Steps to reduce that risk must be taken by all ITF tournaments and participants. Relevant areas in which an elevated risk may exist, and the minimum standards and/or recommendations for mitigation of those risks, are set out below.

Note: nothing in this document precludes tournaments from going beyond the minimum specified standards where it considers it appropriate to do so, or where so required by local legislation.

RETURN TO INTERNATIONAL TENNIS PROTOCOLS INFORMATION FOR TOURNAMENT HOSTS

Pre-event

1. A Covid-19 Officer must be appointed and identified to the ITF.
2. A risk assessment, relevant to the context of the tournament, and describing the Covid-19 risk factors and mitigation measures that will be taken to protect the health of participants, must be completed in advance of the tournament.
3. Details of a local location (i.e. hospital, testing centre etc.) that provides Covid-19 testing services must be made available to participants at participants' expense.
4. Tournament hosts should make reasonable efforts to obtain insurance to cover cancellation of the tournament due to Covid-19.
5. Tournament hosts should make available to participants relevant information about local requirements and restrictions.
6. Tournament hosts are strongly encouraged to liaise with the relevant authorities to explore ways in which any quarantine requirements for participants upon entry to the host country can be relaxed, or alternative less time-consuming access methods applied.

Off-site

7. Where possible, tournaments should offer a hotel that is dedicated (or has a dedicated section) for tournament participants, located close to the tournament venue.
8. The maximum capacity of tournament vehicles must be as dictated by the appropriate physical distancing requirements. Face coverings must be used by the driver and all passengers. Tournament-provided transport that is used by participants must not be available for use by any other person.



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9. Physical distancing must be maintained prior to entry to the site, including by spectators. Hand-washing with soap and water or sanitiser must be made available at all entry points.

Site access

10. All participants must complete a daily self-declaration of being Covid-19 symptom-free and not having had any high-risk contacts in the last 14 days and be subject to daily temperature screening. Only those participants who comply with, and meet the requirements of, screening are permitted on-site.
11. Case management and notification protocols must be implemented if a participant does not meet the requirements of the screening, or if any person reports being positive for Covid-19 or reports Covid-19 symptoms within 14 days of the date on which they left the tournament venue.
12. Tournament hosts must retain contact details (email address and mobile phone number) of all participants for a limited period after the tournament, to facilitate the identification and/or notification of those who have or may have been exposed to an affected individual.

On-site

13. Tournament staff/security must be trained to implement Covid-19 procedures, including (where the role involves close contact, such as during bag searches) the use of Personal Protective Equipment (known as 'PPE') at all relevant times, including site entry and exit and indoors.
14. All sign-in must be remote (online/telephone).
15. The fewest number of on-court officials required to provide the appropriate level of officiating must be used (as per *ITF Officiating Requirements*).
16. Spectators are only permitted where approved in advance by the ITF, and if permitted must be isolated from participants to the greatest extent possible.
17. Only essential staff movement around the site must be permitted.
18. Adequate ventilation must be provided in all high-use, multiple-occupancy indoor spaces, where possible.
19. For all events and functions, physical distancing and personal hygiene must be respected throughout.

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20. In all on-site amenities and locations (team benches, hospitality, player dining; player/team lounge, tournament offices), physical distancing and hygiene must be respected at all times.
 21. Media are permitted on-site (including journalists, TV camera operators, live scoring etc.), but must comply with physical distancing, hygiene and screening requirements.
 22. No visitor may enter the site perimeter boundary, within which access is controlled, unless they are subject to the same screening requirements as participants.
 23. All areas of the tournament venue that are used by participants should be subject to regular and sufficiently frequent disinfecting.
 24. Adequate on-site signage must be provided as an aid to compliance with physical distancing and hygiene precautions at all key points around the venue, but particularly in the toilets and areas where surfaces are likely to be touched.

Competition

25. ITF practice and match protocols must be implemented.
26. Use of locker rooms (including for players, officials and ball persons) must be determined by the available space, such that physical distancing can be maintained at all times. No player support personnel are permitted in locker rooms, except for support personnel required to provide essential physical assistance.
27. Non-Covid-19 medical treatment will be limited to the reasonable time necessary for completion.
28. Anti-doping staff (where present) must comply with physical distancing, hygiene measures and daily screening.

AB

ITF RETURN TO INTERNATIONAL TENNIS PROTOCOLS

RISK ASSESSMENT

Note: this document applies to all ITF tournaments (Davis Cup, Fed Cup, World Tennis Tour (WTT), WTT Junior and Senior, Wheelchair and Beach tennis) and is subject to change, without notice. Last updated – 18 August 2020.

Each tournament organiser must complete a risk assessment, describing the Covid-19 risk factors and mitigation measures that will be taken to protect the health of participants. The risk assessment must be completed by the host organiser in advance of the tournament.

It is expected that the risk assessment will take account of three key variables:

1. The underlying risk arising from the Covid-19 pandemic in the host country. For example, this may include infection rate (including any evidence of community transmission), healthcare capacity and other local contextual risk.
2. The general risk associated with playing tennis. This includes the duration and proximity of participants and the risk associated with the handling and transfer of equipment, each of which should be minimised. Implementation of the minimum standards and practice and match protocols in these ITF *Return to International Tennis Protocols* will manage this risk adequately.
3. The specific risk of playing a tennis tournament with the number of participants (players, support personnel, officials, staff and any other credentialled individuals) likely to take part in the tournament, spectators in attendance (if any), and any known risk relating to participants with underlying health conditions or in high-risk groups. As a general rule, the greater the number of people in attendance, the greater the collective risk, and the greater the precautions that need to be taken to mitigate that risk.

Each risk assessment for an ITF tournament must include the following items (including supporting documentation, where necessary), and may go further where the tournament organiser deems it appropriate to do so:



NAME AND POSITION OF PERSON COMPLETING THIS ASSESSMENT:	António Paes de Faria - TOURNAMENT DIRECTOR
NAME AND LEVEL OF EVENT:	PORTO M 25
DATE OF EVENT:	27 September – 4 October
COUNTRY:	PORTUGAL
INDOOR OR OUTDOOR:	OUTDOOR

RISK MITIGATION ELEMENT		MITIGATING ACTION TAKEN
General risk mitigation		
Point of contact for Covid-19.	Provide name and contact details of Covid-19 Officer.	Name: JORGE MONTEIRO Email: antjorgemonteiro@gmail.com Cell phone: +351 919730574
Description of the status of the Covid-19 pandemic in the host country/location.	<ul style="list-style-type: none"> - Is Covid-19 testing readily available? - What is the national infection rate trend? - What is the local infection rate trend? - Is there spare healthcare capacity to cope with an increase in Covid-19 infections? - Are any movement restrictions imposed? - What are physical distancing requirements? 	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Up <input type="checkbox"/> Level <input type="checkbox"/> Down <input checked="" type="checkbox"/> Up <input type="checkbox"/> Level <input type="checkbox"/> Down <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> 2 mts
Link to official government Covid-19 information.	Provide the official government Covid-19 website.	Provide additional details here: Click here to enter text Covid19.min-saude.pt
International travel restrictions to/from the host country/location.	Provide information as to: <ul style="list-style-type: none"> - Restrictions in place at your borders. - Link to website listing restricted countries. - Any air bridges and country name(s). - Quarantine measures in place (with details). - Is medical certification or proof of testing 	Has to bring negative test to covid19 in the last 72h before depart covid19estamoson.gov.pt/medidas-excepcionais/#estrangeiros NO Covid19estamoson.gov.pt/estado-de-emergencia-nacional/pacote-de-medidas Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

	<p>required?</p> <ul style="list-style-type: none"> - Are commercial flights available? - Are changes to international restrictions planned? - If changes <u>are</u> planned, what are they? 	<p>Many <input checked="" type="checkbox"/> Some <input type="checkbox"/> None <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Enter details of planned changes (description and dates)</p> <p>Please provide any additional details here: Click here to enter text</p>
<p>Official transport</p>	<p>Will the following transport requirements be met:</p> <ul style="list-style-type: none"> - Dedicated vehicles for participants? - Sanitised after each trip? - Physical distancing maintained? - Wearing of masks? - Booking system to avoid overcrowding? - Hygiene measures? - Sufficient and regular transport will be provided to cope with demand? 	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If the answer to any of the above questions is 'no', please provide details here: No official transport</p>
<p>Precautions for vulnerable individuals.</p>	<p>Which measures will be implemented:</p> <ul style="list-style-type: none"> - Discouraged from attending? - Asked to seek advice from a doctor? - Asked to wear masks on-site? - Given masks at the venue? 	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If the answer to any of the above questions is 'no', please provide details here: Click here to enter text Attach as separate list.</p>
<p>Accredited tournament staff. Staff training in relation to Covid-19.</p>	<p>Provide a list of accredited tournament staff and their functions. Will all staff receive Covid-19 training on Covid-19 mitigation measures at the event and their duties? Does training include:</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>



	<ul style="list-style-type: none"> - Sanitisation? - Use and disposal of PPE? - Thermometer use? - Conflict resolution? 	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>
Business continuity plan.	<p>Is there any team redundancy (e.g. by splitting teams), in the case of staff infection?</p> <p>Do you have any additional staff, in case one or more becomes infected with Covid-19?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>
<p>Specific on-site procedures</p>			
Entrances and exit points for spectators, officials, players and event staff.	<p>Will there be:</p> <ul style="list-style-type: none"> - Spectators permitted? - Separate entry points for spectators, players / coaching staff / officials and event staff? - Staggered entry times for spectators? - Physical distancing at entrances? - PPE worn by staff at screening and entry points? - Hand sanitiser at entry points? - Containers at exit points for the safe disposal of infected material (tissues, bottles, masks etc.)? - Event staff to encourage the dispersal of crowds at exit points? 	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>Not applicable <input type="checkbox"/></p> <p>Not applicable <input type="checkbox"/></p>
Searches of those coming onto site.	<p>Will security staff wear PPE?</p> <p>Will security staff maintain social distancing and</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>

	<p>minimise close contact while conducting searches? Will security staff have access to additional equipment (metal detector wands or walk-through machines) to reduce close contact while searching?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>
<p>Screening of participants (players, support personnel, officials, tournament staff and other credentialled persons).</p>	<p>Will self-screening of all participants before coming on-site be required? Will temperature screening and self-declaration of all participants be required as a condition of entry? Will anyone failing temperature testing or displaying Covid-19 like symptoms be refused entry?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>
<p>Practice and match protocols.</p>	<p>Will ITF practice and match protocols (including the towel policy) be implemented?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If the answer to the above question is 'no', please provide details here: Click here to enter text</p>
<p>Officials, on and off court.</p>	<p>Which of the following will be required for officials: <ul style="list-style-type: none"> - Only permitted on-site when needed? - Maintain physical distancing at all times? - Physically separated from players, non-playing staff and spectators at all times? - Face coverings (for use indoors)? Will face coverings be provided for officials?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>
<p>Players and team members, on and off court.</p>	<p>Which of the following will be required for players: <ul style="list-style-type: none"> - Maintain physical distancing? </p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>



	<ul style="list-style-type: none"> - Physically separated from other participants and spectators? - Face coverings (for use indoors)? - Hygiene measures? <p>Will face coverings be provided for players and support personnel?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>
Tournament staff	<p>Which of the following will be required for tournament staff:</p> <ul style="list-style-type: none"> - Only permitted on-site when working? - Maintain physical distancing? - Wearing of PPE? - Face coverings (for use indoors)? - Hygiene measures? <p>Will face coverings be provided for tournament staff?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>
Spectator seating, including for teams and VIPs.	<p>Will physical distancing in the seating areas be maintained?</p> <p>Will hygiene measures be implemented in seating areas?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Not applicable <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Not applicable <input type="checkbox"/></p>	<p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>
Media areas and staff	<p>Which of the following will be required for media:</p> <ul style="list-style-type: none"> - Maximum number permitted on-site, according to physical distancing requirements? - Maintain physical distancing? - Face coverings? - Hygiene measures? 	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>

	<ul style="list-style-type: none"> - Physically separated from players, support personnel and officials? <p>Will face coverings be provided for medial?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>
<p>Medical facilities</p>	<p>Which of the following will be required in medical facilities:</p> <ul style="list-style-type: none"> - Maintain physical distancing and limit close contact? - Wearing PPE? - Hygiene measures? 	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>
<p>General transmission</p>	<p>Which of the following general transmission precautions will be implemented:</p> <ul style="list-style-type: none"> - Deep cleaning prior to the tournament and after no longer than a week? - Regular cleaning of all high contact areas? - Adequate handwashing facilities? - Hand sanitiser around the venue and at high touch areas? - Containers for the safe disposal of infected material (tissues, bottles etc)? - Highly visible signage around the site to remind people to physically distance, maintain hand hygiene, and cough etiquette? -- Training of tournament staff in Covid-19 prevention measures and procedures? 	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>



		<p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>
<p>Movement around the venue</p>	<p>Which movement measures will be implemented:</p> <ul style="list-style-type: none"> - A one-way system, or two-way movement lanes? Visible markers and barriers to control movement and physical distancing? - Physical distancing markers at points where spectators have to queue? 	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Not applicable <input type="checkbox"/></p> <p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>
<p>Food, beverage and dining facilities for all participants</p>	<p>Which measures will be implemented:</p> <ul style="list-style-type: none"> - No buffet-style food? - Maintain physical distancing? - Vendors wearing PPE? - Hygiene measures? 	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>
<p>Disposal or disinfecting of contaminated items</p>	<p>Will containers be available around the venue and at courtside for the safe disposal of contaminated items? Will sanitising products (wipes, disinfectant sprays) be available at courtside to wipe down equipment?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>
<p>Hygiene precautions provided and locations</p>	<p>Will hand-washing or sanitising be available at entrance/exit to:</p> <ul style="list-style-type: none"> - The site? - Seating areas? - Offices? - Toilets? - Dining areas? 	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>

	<ul style="list-style-type: none"> - Locker rooms? - Will disinfecting tissues be available in locker rooms and common areas? 	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Individuals who will use PPE and what PPE will be used	Which measures will be implemented: <ul style="list-style-type: none"> - Tournament security (visor, if conducting searches; otherwise, mask). - Temperature screening staff (visor). - Medical staff (self-determined, according to need). - Tournament staff (face coverings while on-site). - Participants (face coverings while indoors, and on-site where physical distancing cannot be maintained, except while competing). 	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Signage (type, number and locations)	Will signs be provided at entry and exit points about: <ul style="list-style-type: none"> - Physical distancing advice? - Hygiene requirements? Will coloured tape to identify separation points at boundaries between participant-only and spectator areas be provided? Will there be, at all amenities: <ul style="list-style-type: none"> - Physical distancing signs? - Hand hygiene reminders? Will there be, in all indoor rooms: <ul style="list-style-type: none"> - Identification of maximum occupancy of all areas? - Requirement to wear face coverings? - Hand hygiene reminders? - Physical distancing reminders? 	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> Not applicable <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>





<p>Short-notice (re-)imposition by government of movement restrictions, resulting in a need to either</p> <ul style="list-style-type: none"> - Delay the start of the tournament, or - End the tournament before its scheduled completion date. <p>During the tournament, are you continually monitoring and managing changes at the national or local level that may affect the tournament or its participants?</p> <p>Who has responsibility for managing and communicating any changes in the situation to the ITF, participants and spectators?</p> <p>Evacuation protocol of an individual in the event of a Covid-19 case on-site or off-site, including removal of the affected person from the tournament site and/or from their accommodation, and the management of risk to other participants and/or spectators, and communication to the local authorities.</p>	<p>NAs and tournament organisers must maintain links with local and national authorities and monitor the local and national situation and any changes to movement or Covid-19 measures that may affect the feasibility of the event or its participants' ability for onward travel.</p> <p>Tournament organisers must have procedures in place to inform participants and the ITF of any local or national changes, that may affect participants' ability to leave the area or country.</p> <p>For tournament organisers, provide information as to how a delay to the start of a tournament, or reduction in the length of a tournament would be (a) managed (and who by) and (b) communicated to participants, spectators and the ITF:</p> <p>Pedro Lobão</p> <p>Before the tournament start email to the ITF, during the tournament direct contact players and coaches.</p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Pedro Lobão</p> <p>Event organisers must have plans in place to deal with a confirmed or suspected case of Covid-19.</p> <ul style="list-style-type: none"> - Confirmed or suspected case off-site. - Confirmed or suspected case on-site. - Communication plan for participants, spectators and the authorities. <p>For tournament organisers provide a description of how evacuations would be (a) managed (and who by) and (b) communicated to participants, spectators and the local authorities:</p> <p>Rui Silva</p> <p>In the case of a suspect case, transfer the individual to the designated isolation</p>
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<p>Do you have plans in place for a confirmed or suspected case that happens off-site?</p> <p>Do you have plans in place for a confirmed or suspected case that happens on-site?</p> <p>Do these plans comply with the ITF, national or local guidelines? Who has responsibility for managing and communicating any confirmed or suspected case to the ITF, government agencies, participants and spectator?</p>	<p>location where the tournament doctor shall assess him/her. The doctor will decide about the necessity to conduct the test and local authorities' communication. Pedro Lobão will inform the ITF.</p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Pedro Lobão (ITF), Jorge Monteiro (government agencies), António Paes de Faria (participants) and No spectator.</p>
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ITF RETURN TO INTERNATIONAL TENNIS PROTOCOLS

RISK ASSESSMENT

Note: this document applies to all ITF tournaments (Davis Cup, Fed Cup, World Tennis Tour (WTT), WTT Junior and Senior, Wheelchair and Beach tennis) and is subject to change, without notice. Last updated – 18 August 2020.

Each tournament organiser must complete a risk assessment, describing the Covid-19 risk factors and mitigation measures that will be taken to protect the health of participants. The risk assessment must be completed by the host organiser in advance of the tournament.

It is expected that the risk assessment will take account of three key variables:

1. The underlying risk arising from the Covid-19 pandemic in the host country. For example, this may include infection rate (including any evidence of community transmission), healthcare capacity and other local contextual risk.
2. The general risk associated with playing tennis. This includes the duration and proximity of participants and the risk associated with the handling and transfer of equipment, each of which should be minimised. Implementation of the minimum standards and practice and match protocols in these ITF *Return to International Tennis Protocols* will manage this risk adequately.
3. The specific risk of playing a tennis tournament with the number of participants (players, support personnel, officials, staff and any other credentialled individuals) likely to take part in the tournament, spectators in attendance (if any), and any known risk relating to participants with underlying health conditions or in high-risk groups. As a general rule, the greater the number of people in attendance, the greater the collective risk, and the greater the precautions that need to be taken to mitigate that risk.

Each risk assessment for an ITF tournament must include the following items (including supporting documentation, where necessary), and may go further where the tournament organiser deems it appropriate to do so:



NAME AND POSITION OF PERSON COMPLETING THIS ASSESSMENT: António Paes de Faria - TOURNAMENT DIRECTOR	
NAME AND LEVEL OF EVENT: PORTO W 25	DATE OF EVENT: 27 September – 4 October
COUNTRY: PORTUGAL	
INDOOR OR OUTDOOR: OUTDOOR	

RISK MITIGATION ELEMENT		MITIGATING ACTION TAKEN
General risk mitigation		
Point of contact for Covid-19.	Provide name and contact details of Covid-19 Officer.	Name: JORGE MONTEIRO Email: antjorgemoneiro@gmail.com Cell phone: +351 919730574
Description of the status of the Covid-19 pandemic in the host country/location.	<ul style="list-style-type: none"> - Is Covid-19 testing readily available? - What is the <u>national</u> infection rate trend? - What is the <u>local</u> infection rate trend? - Is there spare healthcare capacity to cope with an increase in Covid-19 infections? - Are any movement restrictions imposed? - What are physical distancing requirements? 	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Up <input type="checkbox"/> Level <input type="checkbox"/> Down <input checked="" type="checkbox"/> Up <input type="checkbox"/> Level <input type="checkbox"/> Down <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> 2 mts
Link to official government Covid-19 information.	Provide the official government Covid-19 website.	Provide additional details here: Click here to enter text Covid19.min-saude.pt
International travel restrictions to/from the host country/location.	Provide information as to: <ul style="list-style-type: none"> - Restrictions in place at your borders. - Link to website listing restricted countries. - Any air bridges and country name(s). - Quarantine measures in place (with details). - Is medical certification or proof of testing 	Has to bring negative test to covid19 in the last 72h before depart covid19estamoson.gov.pt/medidas-excepcionais/#estrangeiros NO Covid19estamoson.gov.pt/estado-de-emergencia-nacional/pacote-de-medidas Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

	<p>required?</p> <ul style="list-style-type: none"> - Are commercial flights available? - Are changes to international restrictions planned? - If changes are planned, what are they? 	<p>Many <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Some <input type="checkbox"/> None <input type="checkbox"/></p> <p>Enter details of planned changes (description and dates)</p> <p>Please provide any additional details here: Click here to enter text</p>
<p>Official transport</p>	<p>Will the following transport requirements be met:</p> <ul style="list-style-type: none"> - Dedicated vehicles for participants? - Sanitised after each trip? - Physical distancing maintained? - Wearing of masks? - Booking system to avoid overcrowding? - Hygiene measures? - Sufficient and regular transport will be provided to cope with demand? 	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If the answer to any of the above questions is 'no', please provide details here: No official transport</p>
<p>Precautions for vulnerable individuals.</p>	<p>Which measures will be implemented:</p> <ul style="list-style-type: none"> - Discouraged from attending? - Asked to seek advice from a doctor? - Asked to wear masks on-site? - Given masks at the venue? 	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p> <p>Attach as separate list.</p>
<p>Accredited tournament staff.</p> <p>Staff training in relation to Covid-19.</p>	<p>Provide a list of accredited tournament staff and their functions.</p> <p>Will all staff receive Covid-19 training on Covid-19 mitigation measures at the event and their duties?</p> <p>Does training include:</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>



	<ul style="list-style-type: none"> - Sanitisation? - Use and disposal of PPE? - Thermometer use? - Conflict resolution? 	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>if the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>
Business continuity plan.	<p>Is there any team redundancy (e.g. by splitting teams), in the case of staff infection?</p> <p>Do you have any additional staff, in case one or more becomes infected with Covid-19?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>if the answer to any of the above question is 'no', please provide details here: Click here to enter text</p>
<p>Specific on-site procedures</p>			
Entrances and exit points for spectators, officials, players and event staff.	<p>Will there be:</p> <ul style="list-style-type: none"> - Spectators permitted? - Separate entry points for spectators, players / coaching staff / officials and event staff? - Staggered entry times for spectators? - Physical distancing at entrances? - PPE worn by staff at screening and entry points? - Hand sanitiser at entry points? - Containers at exit points for the safe disposal of infected material (tissues, bottles, masks etc.)? - Event staff to encourage the dispersal of crowds at exit points? 	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>Not applicable <input type="checkbox"/></p> <p>Not applicable <input type="checkbox"/></p>
Searches of those coming onto site.	<p>Will security staff wear PPE?</p> <p>Will security staff maintain social distancing and</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>if the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>

	<p>minimise close contact while conducting searches? Will security staff have access to additional equipment (metal detector wands or walk-through machines) to reduce close contact while searching?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>
<p>Screening of participants (players, support personnel, officials, tournament staff and other credentialled persons).</p>	<p>Will self-screening of all participants before coming on-site be required? Will temperature screening and self-declaration of all participants be required as a condition of entry? Will anyone failing temperature testing or displaying Covid-19 like symptoms be refused entry?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>
<p>Practice and match protocols.</p>	<p>Will ITF practice and match protocols (including the towel policy) be implemented?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If the answer to the above question is 'no', please provide details here: Click here to enter text</p>
<p>Officials, on and off court.</p>	<p>Which of the following will be required for officials: <ul style="list-style-type: none"> - Only permitted on-site when needed? - Maintain physical distancing at all times? - Physically separated from players, non-playing staff and spectators at all times? - Face coverings (for use indoors)? Will face coverings be provided for officials?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>
<p>Players and team members, on and off court.</p>	<p>Which of the following will be required for players: <ul style="list-style-type: none"> - Maintain physical distancing? </p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>



	<ul style="list-style-type: none"> - Physically separated from other participants and spectators? - Face coverings (for use indoors)? - Hygiene measures? <p>Will face coverings be provided for players and support personnel?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>
Tournament staff	<p>Which of the following will be required for tournament staff:</p> <ul style="list-style-type: none"> - Only permitted on-site when working? - Maintain physical distancing? - Wearing of PPE? - Face coverings (for use indoors)? - Hygiene measures? <p>Will face coverings be provided for tournament staff?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>
Spectator seating, including for teams and VIPs.	<p>Will physical distancing in the seating areas be maintained?</p> <p>Will hygiene measures be implemented in seating areas?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Not applicable <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Not applicable <input type="checkbox"/></p>	<p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>
Media areas and staff	<p>Which of the following will be required for media:</p> <ul style="list-style-type: none"> - Maximum number permitted on-site, according to physical distancing requirements? - Maintain physical distancing? - Face coverings? - Hygiene measures? 	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>

	<ul style="list-style-type: none"> - Physically separated from players, support personnel and officials? <p>Will face coverings be provided for medial?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>
<p>Medical facilities</p>	<p>Which of the following will be required in medical facilities:</p> <ul style="list-style-type: none"> - Maintain physical distancing and limit close contact? - Wearing PPE? - Hygiene measures? 	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>
<p>General transmission</p>	<p>Which of the following general transmission precautions will be implemented:</p> <ul style="list-style-type: none"> - Deep cleaning prior to the tournament and after no longer than a week? - Regular cleaning of all high contact areas? - Adequate handwashing facilities? - Hand sanitiser around the venue and at high touch areas? - Containers for the safe disposal of infected material (tissues, bottles etc)? - Highly visible signage around the site to remind people to physically distance, maintain hand hygiene, and cough etiquette? -- Training of tournament staff in Covid-19 prevention measures and procedures? 	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>



	<p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>	
<p>Movement around the venue</p>	<p>Which movement measures will be implemented:</p> <ul style="list-style-type: none"> - A one-way system, or two-way movement lanes? Visible markers and barriers to control movement and physical distancing? - Physical distancing markers at points where spectators have to queue? 	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Not applicable <input type="checkbox"/></p> <p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>
<p>Food, beverage and dining facilities for all participants</p>	<p>Which measures will be implemented:</p> <ul style="list-style-type: none"> - No buffet-style food? - Maintain physical distancing? - Vendors wearing PPE? - Hygiene measures? 	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>
<p>Disposal or disinfecting of contaminated items</p>	<p>Will containers be available around the venue and at courtside for the safe disposal of contaminated items? Will sanitising products (wipes, disinfectant sprays) be available at courtside to wipe down equipment?</p>	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>
<p>Hygiene precautions provided and locations</p>	<p>Will hand-washing or sanitising be available at entrance/exit to:</p> <ul style="list-style-type: none"> - The site? - Seating areas? - Offices? - Toilets? - Dining areas? 	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>

	<ul style="list-style-type: none"> - Locker rooms? - Will disinfecting tissues be available in locker rooms and common areas? 	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>
<p>Individuals who will use PPE and what PPE will be used</p>	<p>Which measures will be implemented:</p> <ul style="list-style-type: none"> - Tournament security (visor, if conducting searches; otherwise, mask). - Temperature screening staff (visor). - Medical staff (self-determined, according to need). - Tournament staff (face coverings while on-site). - Participants (face coverings while indoors, and on-site where physical distancing cannot be maintained, except while competing). 	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If the answer to any of the above questions is 'no', please provide details here: Click here to enter text</p>
<p>Signage (type, number and locations)</p>	<p>Will signs be provided at entry and exit points about:</p> <ul style="list-style-type: none"> - Physical distancing advice? - Hygiene requirements? <p>Will coloured tape to identify separation points at boundaries between participant-only and spectator areas be provided?</p> <p>Will there be, at all amenities:</p> <ul style="list-style-type: none"> - Physical distancing signs? - Hand hygiene reminders? <p>Will there be, in all indoor rooms:</p> <ul style="list-style-type: none"> - Identification of maximum occupancy of all areas? - Requirement to wear face coverings? - Hand hygiene reminders? - Physical distancing reminders? 	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Not applicable <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>





EMERGENCY RESPONSE PLAN

If the answer to any of the above questions is 'no', please provide details here: Click here to enter text

Component of plan	Notes
<p>Tournament cancellation criteria.</p> <p>Are you continually monitoring the cancellation criteria at a national and local level? Who has responsibility for this? What sources of information are you monitoring?</p> <p>Who has responsibility for managing and communicating any changes in the situation to the ITF, participants and spectators?</p>	<p>Tournaments must establish a plan to manage any changes in Covid-19-related issues that may affect the feasibility of the tournament. NAs and tournament organisers must maintain links with local and national authorities to monitor the key factors that would affect the feasibility of the event. These will include, but are not limited to:</p> <ul style="list-style-type: none"> - Infection rates - Border restrictions - Quarantine measures - Flight availability - Movement restrictions - Lockdown measures - Healthcare capacity <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Rui Silva Government website <input type="checkbox"/> Local government website <input type="checkbox"/> National/local news <input checked="" type="checkbox"/> Public health authority <input checked="" type="checkbox"/> Pedro Lobão</p> <p>For tournament organisers, provide links to the government information and how a tournament cancellation would be (a) managed (including who by) and (b) communicated to participants, spectators and the ITF: Covid19.min-saude.pt Pedro Lobão</p>



Before the tournament start email to the ITF, during the tournament direct contact
players and coaches.



<p>Short-notice (re-)imposition by government of movement restrictions, resulting in a need to either</p> <ul style="list-style-type: none"> - Delay the start of the tournament, or - End the tournament before its scheduled completion date. <p>During the tournament, are you continually monitoring and managing changes at the national or local level that may affect the tournament or its participants?</p> <p>Who has responsibility for managing and communicating any changes in the situation to the ITF, participants and spectators?</p> <p>Evacuation protocol of an individual in the event of a Covid-19 case on-site or off-site, including removal of the affected person from the tournament site and/or from their accommodation, and the management of risk to other participants and/or spectators, and communication to the local authorities.</p>	<p>NAs and tournament organisers must maintain links with local and national authorities and monitor the local and national situation and any changes to movement or Covid-19 measures that may affect the feasibility of the event or its participants' ability for onward travel.</p> <p>Tournament organisers must have procedures in place to inform participants and the ITF of any local or national changes, that may affect participants' ability to leave the area or country.</p> <p>For tournament organisers, provide information as to how a delay to the start of a tournament, or reduction in the length of a tournament would be (a) managed (and who by) and (b) communicated to participants, spectators and the ITF:</p> <p>Pedro Lobão</p> <p>Before the tournament start email to the ITF, during the tournament direct contact players and coaches.</p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Pedro Lobão</p>
	<p>Event organisers must have plans in place to deal with a confirmed or suspected case of Covid-19.</p> <ul style="list-style-type: none"> - Confirmed or suspected case off-site. - Confirmed or suspected case on-site. - Communication plan for participants, spectators and the authorities. <p>For tournament organisers provide a description of how evacuations would be (a) managed (and who by) and (b) communicated to participants, spectators and the local authorities:</p> <p>Rui Silva</p> <p>In the case of a suspect case, transfer the individual to the designated isolation</p>

<p>Do you have plans in place for a confirmed or suspected case that happens off-site?</p> <p>Do you have plans in place for a confirmed or suspected case that happens on-site?</p> <p>Do these plans comply with the ITF, national or local guidelines? Who has responsibility for managing and communicating any confirmed or suspected case to the ITF, government agencies, participants and spectator?</p>	<p>location where the tournament doctor shall assess him/her. The doctor will decide about the necessity to conduct the test and local authorities' communication. Pedro Lobão will inform the ITF.</p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Pedro Lobão (ITF), Jorge Monteiro (government agencies), António Paes de Faria (participants) and No spectator.</p>
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