



**MANITOBA  
CYCLING**  
ASSOCIATION

**COVID-19  
RETURN TO COMPETITION  
Guidelines**

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## **INTRODUCTION**

This document outlines specific protocols required to resume MCA Sanctioned Race events in Manitoba during the COVID-19 pandemic.

None of these regulations supersede local regulations. All organizers must have the appropriate permissions to use city property when applicable. When running an event all municipal regulations must be adhered to. For instance, though the current rule allows up to 100 people gathering outside, your venue may regulate less at one time. If Manitoba Health, Seniors & Active Living decreases the maximum number of people gathered for any reason, all cycling activities MUST adhere to the new maximum.

It is important to note that social distancing is required for all activities. This means before, during and after the activity. Failure to follow this guidance will result in your sanctioning being revoked.

**The most recent, Province of Manitoba, Restoring of Services (Phase 3) can be found ([Here](#)).**

At this time, race events should be restricted to local opportunities. It is not recommended that participants seek sport, physical activity, and recreation opportunities outside of the province.

During this pandemic, public health measures are constantly being re-evaluated and updated. We will endeavour to update this document with any new information released by government health authorities.

Please remember that all MCA event sanctioning requirements are still in place. Information outlined in this document is above on beyond what we have posted on our website.

**If you are displaying any symptoms related to COVID-19 you should not be participating in any activities. Use the [Manitoba Government's Self-Assessment Tool](#) to see if you should consult your appropriate medical professional or Manitoba Health Links**

**Manitoba Health Links: 204-788-8200**

## **GOALS**

- 1) To Protect our communities and do our part in the province's collected effort to slow the spread of COVID-19
- 2) To provide guidance and strategies to MCA members (clubs, coaches, organizers, participants, officials, and volunteers) for a safe return to cycling events while adhering to Manitoba health authority regulations and Manitoba's Restoring Safe Services Plan
- 3) To help reconnect our members and promote the physical, mental, emotional, and social well-being of our community throughout the phased return to our sport

## **KEY DEFINITIONS**

**MANITOBA CYCLING ASSOCIATION-** The Manitoba Cycling Association (MCA) is the affiliated Provincial Sport Organization (PSO) of [Cycling Canada](#). It operates under the authority of the world governing body of all cycling's sports, the Union Cycliste International (UCI) in Geneva.

**MANITOBA HEALTH, SENIORS & ACTIVE LIVING** – Manitoba Health, Seniors & Active Living is the department of Government of Manitoba this is responsible for delivering health services to the people living in Manitoba.

**SANCTION COMPETITIONS-** A MCA sanctioned event is defined as an MCA approved activity, organized prior to the date of the event and on file with the respective insured Provincial Territorial Association (MCA). Specific sanctioning requirements need to be in place as per the race calendar policy and event sanctioning policy. Only sanctioned events are posted to the MCA event calendar and are covered by our National insurance policy. Lists of individual members participating in the ride must be on file with the insured.

## **RISK MITIGATION**

Manitoba Cycling's liability insurance does not cover claims relating to communicable diseases or pandemics and Directors and Officers insurance now includes specific pandemic exclusions. As in all areas of life right now, participation in organized activities carries with it some personal risk. All participants in organized activities sanctioned by Manitoba Cycling will be required to complete a **COVID-19 declaration (waiver)**. It is expected that participants will adhere to the conditions in the declaration each time they participate in Manitoba Cycling sanctioned program. As outlined in our general guidelines, we expect that participants will stay home if they are ill.

Different actions have differing levels of protection and whenever possible we should use the action that offers the most protection. The following are listed from highest level of protection to lowest.

- Physical distancing measures – to reduce density of people (number and duration of contacts)
- Engineering controls – physical barriers, increased ventilation, traffic flow
- Administrative controls – rules and guidelines
- Non-medical masks and other PPE

Manitoba Cycling will continue to take our cues from the Provincial Health Authority and the provincial government. The ongoing implementation of the Return to Sport Plan will be monitored and updated as necessary when circumstances or provincial guidance change.

## **OUTBREAK ACTION PLAN**

The Purpose of the “Outbreak Action Plan” is to aid in the contact tracing of those individuals who may have come into direct or indirect contact with an infected individual. It is the responsibility of the entire cycling community to ensure we are keeping accurate records of those individuals for whom you are coming into contact with to help keep us all safe.

- Members should login to CCNbikes.com to ensure that their contact information is up-to-date and accurate.
- Any individual experiencing any symptoms of COVID-19 (fever, cough, sore throat, runny nose, headache, or shortness of breath) is advised to contact Manitoba Health Links: 204-788-8200 and use the [Manitoba Government’s Self-Assessment Tool](#)
- If an individual who has participated at an event has been affected by COVID-19 they must contact, the event organizer and the Manitoba cycling association. If he/she has had contact with any other participants in the past 14 days, the club personnel or coach should inform other potentially affected individuals (taking care to keep the affected athlete’s identity and medical information private) and ask those who have any symptoms to self-isolate at home.
- If the affected individual had contact with any other participants in the past 14 days, the club personnel or coach should inform other potentially affected individuals (taking care to keep the affected athlete’s identity and medical information private) and ask those who have any symptoms to self-isolate at home.
- Any individual who has been told to self-isolate due to having come in contact with someone with symptoms of COVID-19 are not permitted to attend an organized activity and must inform their club personnel or coach (via phone, text, or email) immediately.
- If a club or coach has a member diagnosed with COVID-19 all in-person training must be discontinued for a period of 14 days.

## **MANITOBA RESTORING SERVICES PHASES – BRIEF OVERVIEW**

The Manitoba Governments Restoring Safe Services Plan has currently outlined two (3) distinct phases and future phases.

### **Restoring Services - Phase One (Began May 4)**

- Public gatherings continue to be restricted to 10 persons
- Outdoor recreational facilities and Parks could reopen if people maintain a distance of at least two metres, except for brief exchanges

### **Restoring Services - Phase Two (Began June 1)**

- Public gatherings increased to 50 persons (outdoors) and 25 persons (indoors)
- Non-contact children’s sport activities may operate if they maintain occupancy and activity levels that allow people to maintain a physical distance of at least two metres, except for brief exchanges

### **Restoring Services - Phase Three (Began June 21)**

- Public gatherings increased to 100 persons (outdoors) and 50 persons (indoors)
- Non-contact children’s sport activities may operate if they maintain occupancy and activity levels that allow people to maintain a physical distance of at least two metres, except for brief exchanges

### **Restoring Services – Future Phases**

- After phase three, additional phases will be considered. New phases will be implemented on a three-to-four-week basis, ensuring adequate time between phases is provided to monitor cases and ensure easing and further restrictions are able to respond to the evidence of viral transmission.
- LARGE GATHERINGS/EVENTS: There will be no large gatherings or events until at least September 2020. As the situation evolves, Manitoba public health officials will make decisions based on evidence at the time.

## **GENERAL GUIDELINES FOR ALL CYCLING ACTIVITIES**

Cycling is a multi-disciplinary sport that most participants participate freely outdoors without the need for a specialized venue.

The provincial health authority has stated that outdoor activities are lower risk as compared to indoor activities and low contact sports are also a lower risk than contact sports.

All cyclists and guardians are expected to adhere to the Provincial Health Officer's (PHO) orders and guidelines with respect to COVID-19.

For more information visit: <https://www.gov.mb.ca/covid19/index.html>

### ***GENERAL GUIDELINES - TO BE RESPECTED AT ALL TIMES***

- If you have any symptoms of COVID-19 (fever, cough, sore throat, runny nose, headache, or shortness of breath), you should NOT participate in sport. If these symptoms begin during an organized cycling activity, you must leave immediately and contact local public health office for recommendations. You must also inform your club and/or personal coach.
- In addition, the following individuals should not participate in organized cycling activities:
  - Any person who receives a diagnosis of COVID-19. Individuals must comply with the current mandated self-isolation policy as per the Manitoba department of Health, Seniors & Active Living (<https://www.gov.mb.ca/covid19/index.html>)
  - Any person who has been told to self-isolate.
  - Any person who lives in a home with or has been in close contact with someone with symptoms of COVID-19.
  - Any person who has arrived in Manitoba from outside of Canada within the last 14 days as they are mandated to self-isolate and monitor for symptoms for 14 days upon their arrival.
- All participants must practice recommended social/physical distancing by keeping two metres (six feet) away from one another at all times.
- Washing your hands frequently following the recommended guidelines of a minimum of 20 seconds (it is the single most effective way of reducing the spread of viruses)
- Do not touch your face, eyes, nose, or mouth with unwashed hands.



## **GENERAL GUIDELINES CONTINUED**

- Cover your mouth and nose with a disposable tissue or the crease of your elbow when you sneeze or cough (NOT YOUR HANDS).
- Practice enhanced hygiene, including regular cleaning of equipment.
- Use an alcohol-based hand sanitizer containing 60% alcohol if soap and water are not available
- Be self-sufficient on the bike – leave prepared for nutrition, hydration, and mechanicals.
- Do not share equipment, food, drinks, utensils, water bottles, etc.
- Do not shake hands, embrace or high-five to celebrate.
- Do not loiter before or after organized activities.
- Avoid contact with sick people, including avoiding close contact with people suffering from acute respiratory infections
- Group size – limited to Manitoba Health Authority recommendations of 100 persons outdoor and 50 persons indoors.

## EVENT ORGANIZING

As part of the General MCA Sanctioning requirements all organizers are required to have a written Emergency Action Plan (EAP) in place, which is submitted to the MCA, prior to the event. Specific protocols must be in place for dealing with any injuries or crashes which may occur. All events require a designated medic to be present. Group size, physical distancing, and hand sanitization requirements as per Provincial legislation related to the COVID-19 pandemic must be adhered to.

- All event organizers must keep event records of anyone who attends the event for 15 minutes or longer, including volunteers. Records must be kept up-to-date and available to facilitate contact tracing in the event of an outbreak. All visitors, spectators, or special guests should be asked to sign-in and provide their contact information.
- The current outdoor group size may consist of a maximum of 100 people. This includes athletes, volunteers, officials, medic, parents, and spectators. We recommend that a volunteer be assigned to monitor attendance and ensure a full list of attendees is captured.
- Hand Sanitizer (or soap and water) must be provided for any event where volunteers are required.
- All riders and volunteers are required to bring their own food and fluids they will need for the day. It is not recommended that the organizer provide food/beverage at this time.
- All organizers and race participants must carry a valid MCA license. Race organizers and officials must have a technical license.
- Personnel associated with the race (organizer, commissaires, volunteers), should be equipped with PPE supplies (gloves, mask, sanitizer) to be prepared for any potential situation that might arise and require their assistance.
- The Medic or anyone providing aid must put on PPE before assisting the injured party.

### BEFORE THE EVENT

#### **VALID MCA RACE LICENSE:**

- [Purchase your MCA Race license online](#) in advance to the competition. There will be no single day permits allowed at this time. All participants must be MCA members.
- Participants must ensure they have a valid (2020) MCA Provincial Race License or UCI Race license to participate at races. To protect our race volunteers and officials, license upgrades and money exchange will not be offered on race day during COVID-19. General membership holders who are interested in racing must upgrade their license online prior to the event.

- Race Organizers and officials are required to have a valid Technical license.
- All cycling licenses are now digital. Please ensure you have a copy of your license (preferably accessible from your phone) if needed. Ensure your cell phone is charged prior to attending an event.

#### **RACE NUMBERS:**

- As part of the registration process participants will be asked to confirm their race number in advance or advise that they need a race number. If they do not have a race number, a number will be assigned in advance. Race number pick-up will be arranged in advance or coordinated at the event if necessary.

#### **ONLINE REGISTRATION ONLY:**

- Sanctioned competitions will require online registration and credit card payment online prior to the event.
- Participants will be asked to sign a **COVID-19 declaration (waiver)** online as part of the registration process.
- To reduce contact and avoid risk of transmission, participants will not be able to register and pay for an event in person on race day during COVID-19.
- Online registration will close 24-48 hours prior to the event to ensure there is time to, cross reference licensing, ensure all waivers are in place, and manage any other coordinates necessary in advance to the race.

#### **EVENT WAIVERS:**

- Participants will be asked to sign a **COVID-19 declaration (waiver)** online as part of the registration process. Paper waivers will not be available on race day.
- Participants under the age of 18 must have a parent/guardian consent to participation. An online waiver will be provided for parent/guardian consent. Only the Parent or Guardian can register a participant under the age of 18.

## **TECHNICAL GUIDE/RACE BIBLE:**

- The race technical guide for the event must provide new process and procedure requirements that will be implemented during COVID-19, in addition to the standard communications.
- This includes but is not limited to the whereabouts of hand sanitizer, access to washrooms, physical distancing requirements, parking procedures, check-in of participants / officials / volunteers / spectators.

## **RACE SIGNAGE & EQUIPMENT/RADIO LOANS**

- COVID-19 Signage is available from the MCA and includes reminders about hand washing and Physical distancing.
- Any race equipment (Race signage, cones etc.) that are borrowed for the event must be sanitized before returning to the MCA office.
- MCA Radios must be assigned and kept track of. All Radios must be sanitized before distributing and sanitized again upon collection.

## **RACE SET-UP & MANAGEMENT**

- Race set-up must follow the social distancing measures and recommendations in effect by the federal as well as the Manitoba provincial government authorities.
- Recommend staggering the start of multiple groups racing by 10-20mins to minimize overlap of participants finishing with those arriving to start their race.
- Recommend a race briefing to remind participants and volunteers:
  - o Avoid sharing equipment, food, or water with one another
  - o Maintain a riding distance of at least 2M or 6ft from the rider ahead or beside of you
  - o Regularly sanitize hands
- Should a mechanical or crash happen, we recommend that only the race organizers, medical support, or volunteers interact with the participant needing assistance (see below).
- As of June 21/20, the Manitoba government has advised that groups of up to 100 may meet outdoors, however the 2metre distancing requirements are still in effect.
- Please determine as an organizer, the group size that will be most manageable given these restrictions and the type of race activity you are planning.

- Ensure the online registration provider is aware of the Maximum race participants you can accept. Ensure you factor in the attendance of volunteers and some spectators as part of the max allowance.
- Organizers should remind all attendees to follow social distancing before, during, and after the event.

### **REMINDERS FOR PARTICIPANTS & VOLUNTEERS PRIOR EVENT**

- Ensure you're aware and are following the latest requirements and guidelines of medical experts and provincial and local government authorities (<https://www.gov.mb.ca/covid19/index.html>)
- Any participants who are at risk must stay home
- Participants should not be carpooling with anyone outside of their immediate family
- All attendees are asked to bring your own personal hand sanitizer and ensure they are washing your hands frequently (recommended 60% alcohol content minimum)
- Clean ALL your equipment prior to heading out including wiping down your handlebars, glasses, or protective lenses, and ensuring you have a clean water bottle
- Do not share equipment
- Make sure you pack enough snacks/liquids with you. Food and water will not be supplied at events.
- Consider wearing an appropriate mask during training/riding. Make sure the mask covers both the mouth and nose
- Consider wearing gloves
- If you cough, sneeze, or blow your nose, ensure this is done by covering your mouth and nose with your arm/sleeve, turning away from others, and that no other individuals are nearby at the time
- Ensure you are aware of the basic bike maintenance necessities and equipped with the appropriate tools prior to attending your activity
- Ensure that your bike is in good working order prior to attending any activity
- Bringing a fully charged cell phone with you in case of emergencies
- Limit attendance to only those who are integral to the activity

## AT THE EVENT:

### **PARKING (arriving & departing)**

- Practice physical distancing by staying a minimum of two (2) meters away from other people as per Provincial protocol.
- Recommend cars to park at least one car apart, rather than next to each other (one empty parking stall between each car) when possible.
- Reduce occasions for congregation of parents or athletes/participants in parking lot or gathering areas.
- Consider having participants arrive only 30-45 minutes ahead of their race time to ensure a limited number of people are waiting to race.
- Recommend that participants only drive to a race with members that they are living with. Avoid carpooling with other members.
- As of June 21/20, the provincial government has advised that groups of up to 100 may meet outdoors, however the 2metre distancing requirements are still in effect. Please determine as an organizer, the group size that will be most manageable given these restrictions and the type of race activity you are planning.

### **BRIEFING BEFORE THE RACE**

- During the Event, if a pre-race briefing conducted by the commissaire & organizer is deemed necessary, please space yourself 2 meters apart from other participants.
- The race organizer must provide information to the participants in the technical guide about the latest rules/regulations for COVID-19.
- The race organizer must provide signage at the parking, and staging areas to remind all attendees of COVID-19 restrictions that pertain to the event. Reminders should include but are not limited to the following:
  - o Avoid sharing equipment, food, or water with one another
  - o Maintain a riding distance of at least 2M or 6ft from the rider ahead or beside of you
  - o Regularly sanitize hands

## **STAGGERING OF RACE START**

- The race activity must follow the social distancing measures and recommendations in effect by the federal as well as the Manitoba provincial government authorities.
- When necessary, recommend staggering the start into smaller groups of 10 and having gaps of 10-20min at times between groups to minimize overlap of participants finishing with those arriving to start their race. Currently, Large mass start races are not permitted.
- Should a mechanical or crash happen, we recommend that only the race organizers, medical support, or volunteers interact with the participant needing assistance (see below).

## **INJURY OR MECHANICAL**

- We recommend that mechanical issues be worked on by either the participant or personnel associated with the race (organizer, commissaires, volunteers).
- Should a crash happen, we recommend that only the race organizers, medical support, or volunteers interact with the participant needing assistance.
- If bike is to be serviced, ensure it is wiped down before and after with a sanitizing wipe.
- Use hand sanitizer before & after.
- All personnel associated with the race (organizer, commissaires, volunteers), should be equipped with PPE supplies (gloves, mask, first aid kit, sanitizer) to be prepared for any potential injury situation that might require assistance.
- If there is an injury, we recommend that the person providing medical aid put on PPE before assisting the injured participant.
- If close encounters are necessary, it is recommended that you to try and limit your time with another individual to 10 mins.

## **AFTER THE EVENT**

- Return directly home after your activity
- Ensure you wash your hands or use appropriate hand sanitizer to disinfect your hands as soon as you return home
- Ensure you wash/sanitize all used clothing and disinfect all cycling equipment including, but not limited to your helmet, sunglasses/protective lenses, handlebars, water bottle, etc.
- If at any point you start displaying signs of COVID-19, members should:
  - o Contact Manitoba Health Links (204-788-8200) and follow all instructions as provided
  - o Contact the event organizer or MCA to notify them of any symptoms or pending/confirmed test results.

## GUIDELINES:

### RACE DISCIPLINE SPECIFIC

#### INDIVIDUAL TIME TRIALS

##### **1. Registration / Start Times**

- There should be no on-site registration, or licence checks
- Only MCA members with race licenses may participate (Manitoba or UCI race licence)
- Registration for races should be done online
- Registration should close 24-48hrs before the start of the race
- Bike checks will be at the discretion of the commissaires
- Organizers along with the commissaires, should create a start list based on race distance and ability to sort riders from fastest to slowest (opposite of normal start order). Longer distances should start first, with faster riders starting first for each race distance. Goal is to minimize passing of racers on course as much as possible
- Start Lists should be published 6-8hrs before the start of the first rider, to allow racers time to plan their arrival at the course.
- There should be at least 1min gaps between riders and 10-20min gaps between race categories to help minimize rider overlap on course.
- Racers that do not present themselves at the start line for their start time will be considered a DNS. However, at the commissaires discretion, may place a late rider at the end of the category staging to allow them to start. Racers should not be allowed to have a late start based on their original start time, as this increases the chances for passing of riders on course since start gaps would then be less than 1 minute.

##### **2. Staging**

- Staging of riders at the start line, should be a minimum of 2m apart, single file
- Riders should not be held at the start line, rather they should have a foot down to balance themselves. A holder should not be used
- The Whip (person staging the riders) should not stage more than 10 riders at one time, to keep the number of riders staged to a manageable size



- Racers should not be present at the staging area more than 15minutes before their start time, to ensure the number of racers is keep to a manageable number.

### **3. On Course**

- If a racer is catching with another race, they must maintain a lateral distance of at least 2 metres between them and the other rider. (UCI rule [2.4.018], but applies for Covid-19)
- racers should only pass another racer when it is safe to do so for both racers.
- After being passed by another racer, the caught rider should ride at least 25m away from the other after 1km of being passed [UCI rule 2.4.018]. If this is not possible, the caught racer, should ensure they are not in the slipstream of the other racer, by leaving a lateral gap of at least 2 metres.

### **4. Finish**

- Once finished, racers are expected to not linger at the finish line, rather go cool down and return to their vehicles.

### **5. Results**

- Race Results should be posted online within 3-4hours of the race finish for participants to see

## **INDIVIDUAL TIME TRIAL – TEAM RELAYS**

- Team relays will follow the same rules as the Individual time trials, except that races will consist of X racers on a team, that each take one lap, for a total of X laps
- A transition area of 100m should be setup, so that the riders may “tag” their teammate will maintaining physical distancing. A lap transition line should be setup, that as a teammate finishes their lap, they cross the transition line, allowed the next teammate to start. This should be ~100m apart such that the riders can see each other, allow the finishing riders to slow down and get off the course, while allowing the next team mate to start.
- Racers staged for the next lap, should be spaced at least 2m part from other teammates at the start line 100m after the transition lap finish.
- Team finish results will be based on the start time of the first rider and the time when the final teammate crosses the finish line.
- Once a racer has completed their lap, they will be expected to not linger around the finish line for their teammates.

## **TEAM TIME TRIALS**

- Team Time Trials will follow the same rules as the Individual time trials, except that races will consist of X racers on a team, all completing X number of laps
- Racers must maintain 2m from their teammates, in all directions.
- Racers may draft behind their teammate however they must maintain 2m from each racers head
- When a racer pulls off, they must pull off far enough to allow a 2m lateral gap between themselves and their trailing teammate. Only after their teammates have passed, can they return to the slipstream directly behind their teammate
- In winds that require racers to offset their drafting (i.e., echeloning), racers must maintain a 2m distance from one another. This means that racers may not overlap wheels at any time while drafting one another.
- Team finish results will be based on the start time of the first rider and the time when the final teammate crosses the finish line.
- Once a team has finished, they will be expected to not linger around the finish line. Instead they will be encouraged to return to their vehicles.

## **Road Races, MTB Races, Cyclocross Races**

- No race formats have been approved to be sanctioned at this time.
- However, the MCA is open to race format suggestions from organizers who may wish to host a race that meets the guidelines set out by the Manitoba and Federal governments.
- MCA welcomes organizers to present race format that meet current guidelines for approval by the board of directors.

## **ADDITIONAL RESOURCES**

### **MANITOBA GOVERNMENT – COVID-19 INFORMATION**

<https://www.gov.mb.ca/covid19/index.html>

### **MANITOBA GOVERNMENT – COVID-19 SCREENING TOOL**

<https://sharedhealthmb.ca/covid19/screening-tool/>

### **MANITOBA RESTORING SAFE SERVICES**

<https://www.gov.mb.ca/covid19/restoring/index.html>

### **MANITOBA RESTORING SAFE SERVICES – SPORTS GUIDELINES**

<https://www.gov.mb.ca/covid19/restoring/sports-guidelines.html>

### **CYCLING CANADA – HOW TO PREPARE FOR A PROGRESSIVE RETURN TO CYCLING ACTIVITIES**

<https://www.cyclingcanada.ca/sport/covid-19/news/how-to-prepare-for-a-progressive-return-to-cycling-activities/>

## **CONTACT INFORMATION**

### **Manitoba Cycling Association**

[mbcycling.ca](http://mbcycling.ca)



### **EMAIL ADDRESS**

[cycling.ed@sportmanitoba.ca](mailto:cycling.ed@sportmanitoba.ca)

### **PHONE NUMBER**

204-925-5686

### **ADDRESS**

145 Pacific Avenue  
Winnipeg, MB R3B 2Z6