



HOCKEY INDIA

Standard Operating Procedure (SOP) and Guidelines for Hockey India Member Units & Event Organizers due to COVID-19

Disclaimer: These are minimum recommendations for Member Units / Event Organizers. Please ensure to follow the Government of India & respective State Government guidelines at all times.

**As on 11 May 2020*



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Standard Operating Procedure (SOP) and Guidelines for hockey activities for Hockey India Member Units & Event Organizers due to COVID-19

Purpose

In order to provide a safe and hygienic environment during hockey events and activities post the COVID-19 pandemic situation, all the Hockey India Member Units are requested to kindly take following precautionary measures and should strictly follow the operational practices for reducing event-related transmission of the COVID-19 virus. At all times Member Units should firstly comply with any Government of India and State Government rules or instructions that are issued from time to time.

Hockey India has put together this document to assist Member Units as a reference and these are subject to change as per the instructions issued by Government of India / State Governments/ Local Administration time to time. It is pertinent to produce comprehensive protocols dictating sanitary and operational conditions ensuring that the health of those involved in any hockey events is protected and the integrity of public policy is preserved. It's a matter, again of looking at the risks and deciding if we can make them low enough to be acceptable.

Although there is no published experiential data specific to planning and implementing a mass gathering post the COVID-19 outbreak, however, arrangements must be in place to ensure regular communication between event organizers and the local public health authorities.

These arrangements should include:

- Organizers should encourage participants to share full information with not just organizers but also local health authorities
- Organizers should provide all information with participants on how they can access all health related information
- Organizers along with the local health authorities should arrange to conduct dynamic risk assessments throughout the event
- Organizers should maintain consistent messaging by communicating with participants and the local Community including Hockey India and media

This SOP and any subsequent guidelines issued from time to time provides recommendations to Member Units to help them to try and keep the future trainings and events virus free as much as possible. It is of the utmost importance to ensure the health and safety of the participants / athletes is maintained during the trainings and events organized by Hockey India Member Units.

This SOP should come into effect immediately as soon as hockey activities commence after due approvals from GOI & State Government authorities and should be strictly, along with other applicable guidelines, followed by all Hockey India Member Units until the Government of India confirms that the COVID-19 is no longer a concern.

Any changes in regards to the Rules & Regulations of hockey events and activities post the COVID-19 pandemic situation will be further informed by the International Hockey Federation (FIH).



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SYMPTOMS



**DRY
COUGH**



**HIGH
FEVER**



**SORE
THROAT**



**DIFFICULTY IN
BREATHING**

HOW IT SPREADS



**AIR BY COUGH
OR SNEEZE**



**PERSONAL
CONTACT**



**CONTAMINATED
OBJECTS**



**MASS
GATHERING**

PREVENTION



**WASH YOUR
HANDS OFTEN**



**WEAR A
FACE MASK**



**AVOID CONTACT
WITH SICK PEOPLE**



**ALWAYS COVER YOUR
COUGH OR SNEEZ**

1. Preparation for State sports resumption

Prior to the resumption of state level activities, it is important for the Member Units to safely prepare the sporting environment. A thorough risk assessment must be carried out and preparation will be specific to each of your individual states. A resumption of hockey activity should not occur until appropriate measures are implemented to ensure safety of the hockey community and the various stakeholders involved in the sport.

A) Education

Educating your local hockey community about the virus and how to manage the situation is of prime importance. The first step towards dealing with the post COVID-19 situation is to educate all those involved in sport in your local area about various recommendations and guidelines and to lay down the proper steps on how to deal with the situation with the best of their ability:

- To educate the hockey community and the various stakeholders involved in the sport about the basic daily use things like
 - Use of water bottles/ sport equipment
 - Greeting your friends & family
 - Individuals hygiene
- To help with preparing the venue
 - Sanitization of the venue prior to the event
- To educate about social distancing norms
- To build communication channels and to keep everyone up do date with all information
- To always consult with the local health authorities and state government
- To create education material which will help the hockey community members to refer possible education measures include:
 - Educate hockey community and the various stakeholders involved in the sport through workshops/webinars in small groups
 - Provide education material to promote required behaviours such as how to properly wash your hands
 - Give virtual demonstration of the best hygiene practices
- Organizers should educate the various stakeholders involved in the sport about the best hygiene practices
 - Regular washing of hands
 - Use of sanitizers, chemical based soaps
 - Covering of mouth while sneezing/coughing
 - Throwing of used tissues in dustbins
- It is important for everyone to follow the norms to ensure the virus is not locally spread and to protect themselves &the various stakeholders involved in the sport from getting affected





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By practicing good hygiene, you need to:

- Wash your hands for atleast 20 seconds by using alcohol based hand soaps every hour
 - Keep sanitizing your hands by using hand sanitizers
 - Always use an exclusive mask for yourself
 - Covering on mouth/face using elbows while sneezing/coughing
 - Usage of tissues while sneezing/coughing
 - Throwing away of used tissues right after use
 - No touching the face, eyes, mouth, or nose with bare hands
 - Regular sanitization of surfaces
 - Regular sanitization of homes, premises, training facilities etc.
 - Regular sanitization of daily use objects like telephone, keys, door knobs, handle bars etc.
 - Ensure there's enough cross ventilation at homes & training facilities
 - Ensure air conditioning is set to 26 degrees or more at all times
- Education of the hockey community and the various stakeholders involved in the sport for hygiene practices required for their respective state level activities
- Exclusive water bottles to be used
 - Towels/tissues/paper towels not to be shared
 - Towels to be regularly washed
 - Mats or training equipment to be sanitized and used exclusively as much as possible, if not then proper sanitization required
 - Proper social distancing to be maintained even in training
 - To avoid any contact with other human bodies as much as possible
 - To greet without using of hands

B) Preparation of training/competition environments

Hockey is a sport where obeying social distance on the field is extremely difficult when playing. In preparation for training/ competitions, it is very important to include specific considerations for a safe resumption of state level activities. Considerations include:

- Field Training after quarantine period. Strategies to limit time and person-to-person contact on site should be implemented-
- Training is allowed following rules of social distancing.
 - Training in groups of maximum 4-6 people per area of 40x20m, this will create an environment with few people in big areas of play
 - Full pitch could be divided into 4 parts, and maximum of 3-4 players could use each part at a time with minimum of 1 meter space between each player



- The same set of 3-4 player should train together at all times to avoid any spread of infection if incase any one is affected at some point
- Additional measures during training:
 - (a) Players don't have any physical contact other than in normal play. No use of high 5's, fist bumps or else
 - (b) Hand sanitizer is always available at training
 - (c) Players have their own water bottle, fill it themselves and no one else will touch it
 - (d) Players bring a towel for private use to wipe face during or after training
 - (e) Only players and staff are at training ground during practice
 - (f) Players and staff arrive dressed and ready to train
 - (g) Minimise use of change rooms, bathrooms and communal areas
 - (h) The various stakeholders involved in the sport should eat off site
 - (i) Between training efforts, maintain at least 1.5m apart (e.g. in the gym, pool, between sets or efforts)
 - (j) Any tasks that can be done at home, should be done at home (e.g. recovery sessions)
- The respective team's staff can do the organization and requirements of training and grounds-men will not be required at the ground during the same time as the training
- If grounds-men are working they do all the preparations before the players and staff arrive at the field and after training is finished and players and staff have left
- All equipment that is used will be wiped down and sanitized at the end of training

➤ Cleaning with strong disinfectant / sanitizer

- Clean and sanitize the sporting equipment that athletes will be sharing
 - (a) Balls
 - (b) Training equipment (e.g. skipping ropes, weights, mats)
- Regular cleaning of the shared facilities
 - (a) Bathrooms/change rooms
 - (b) Set the protocol and frequency of cleaning shared facilities

- Handwashing facilities

- (a) There should be facilities to regularly wash hands
- (b) Adequate amount of sanitization hand rub dispensers are required in prominent places around the facility. Dispensers should be refilled in regular intervals

➤ Strategisation of state level sporting activities

- Identification of spaces that can be used in case an athlete / support staff member falls sick





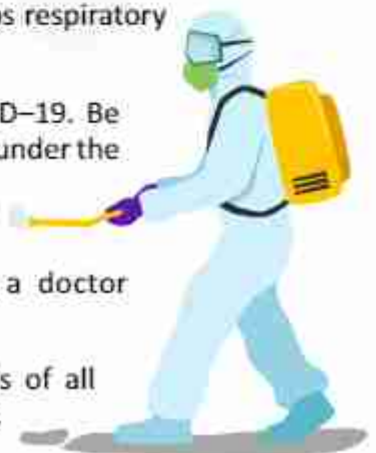
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- To maintain proper social distancing norms by one and all including all support staff members
- Putting up of self-explanatory posters of preventive measures around the facility
- Reducing in person contact within the community as well
- To work with minimum amount of support staff, athletes to take care of all personal responsibilities themselves
- Reduce the risk of spreading the virus in community
- Ideally to start with organizers should look at Hockey 5s
- Organizers should look at having Hockey 5s on the full length pitch
- Spectators should ideally be limited
- Organizers should ensure that the teams do not have any formal celebrations and any ceremonies / presentations should be limited and at all times follow GOI and state recommendations and follow all social distancing requirements

2. How to manage the risk when organizing hockey events and activities post the COVID-19 pandemic situation

A) BEFORE the event

- Ensure you are up to date on all information from the local health authorities
- Follow all advice from the authorities on the location, preparedness etc.
- Prepare a preparedness plan to prevent cause & spread of the virus at your hockey event and activities
 - Rounds of proper deep cleaning & sanitization of your event venue and team accommodation prior to the event
 - Try to reduce the number of people/helpers required at the event premises
 - Communication plans to be set and agreed upon with various stakeholders before the hockey event and activities starts including local public health and state government authorities
 - Ensure all sanitization supplies are in stock like paper towels, tissues, alcohol based soaps, hand sanitizers etc.
 - Ensure to have bulk of masks available in case anyone develops respiratory issues
 - Always keep an eye out on the developing situation on COVID-19. Be constantly in touch with all participants in case anyone is feeling under the weather
 - If anyone if not feeling well and have symptoms of the virus, advise not to attend the event and they should consult a doctor immediately
 - Ensure to have a master contact list with all necessary details of all participants, authorities, support staff, caterers, event assistants





etc. Also inform them that their contact details would be shared with the local health authorities, if any participant becomes ill with a suspected infectious disease. If they will not agree to sharing their details then they cannot attend the event

- Prepare a response plan after consulting the local health authorities in case anyone falls ill with symptoms of COVID-19 (dry cough, fever, tiredness). This plan should include at least
 - Identification of an area / a room or to safely isolate the person infected with symptoms
 - Prepare a plan on how the infected person can be moved from the isolated room to a local hospital catering to COVID-19 patients
 - Organizers should share contact details of local health authorities with all participants
 - Prepare a plan in case the infected person tests positive for the virus
 - Inform all participants that the response plan will be activated as soon as any member is found to be infected at any point as agreed with the local health department/authorities
 - If there are any guidelines / details / links published by the local health authorities, then that should be shared in advance with the participants

B) DURING the event

- Proper briefing should take place informing all participants on how the organizers are ensuring safety of all members involved in the event, preferably both orally and in writing
 - Build trust with all participants so that they listen to the organizers at all point
 - Encourage good hygiene practices:
 - (a) Towels/tissues/paper towels not to be shared
 - (b) Towels to be regularly washed
 - (c) Mats or training equipment to be sanitized and used exclusively as much as possible, if not then proper sanitization required
 - (d) Proper social distancing to be maintained even in training
 - (e) To avoid any contact with other human bodies as much as possible
 - (f) To greet without using of hands
 - Provide contact details or a number that participants can call for advice or to give information



- Display multiple dispensers of alcohol-based hand soaps prominently around the venue
- Ideally arrange seats so that participants and spectators are atleast one meter apart
- Ideally spectator seating should be arranged in a way that there's 1 meter distance between each spectator
- Open windows and doors whenever possible to make sure the venue is well ventilated
- If anyone who starts to feel unwell, follow your preparedness/



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response plan or call your local health authority immediately

- Depending on the situation in your area, or recent travel of the participant, place the person in the isolation room. Offer the person a mask so they can get home safely, if appropriate, or to a designated assessment facility

- Thank all participants for their cooperation with the provisions in place

C) AFTER the event

- Contact details of all members involved in the event should be maintained by the organizer for at least a month after the event, in case any one of the members is affected. This allows the local health authority to identify/ trace the people who may have gotten affected
- Organizers should inform all participants in case any one of the participants/members was suspected with the virus so that everyone follows precautions for the next two weeks to keep a check on themselves
- If they develop even a mild cough or low-grade fever (i.e. a temperature of 99.14 F or more) they should stay at home and self-isolate. This means avoiding close contact (1 meter or nearer) with other people, including family members. They should also inform the local public health department, giving them details of their recent travel and symptoms
- Organizers should thank all the participants for their cooperation with the provisions in place

3. Things to consider when teams travel

A) Before traveling

- Member Units to ensure they have the latest information on areas where COVID-19 is spreading and keep all their respective participants informed
- Member Units to ensure if any of their participants is not feeling well, they shouldn't be sent for the event as they would be at high risk
- Member Units to ensure the traveling team is properly briefed by a qualified professional (e.g. staff health services, health care provider or local public health partner) about the COVID-19 situation
- Member Units should provide their traveling team with small bottles of hand sanitizers & packets of wet tissues
- Participants should be encouraged to carry food and snacks from home so that they limit the exposure to public services.

B) While traveling:

- Member units to brief the participant about the social distancing norms which have to be followed at all times
- Member units to encourage participants to keep sanitizing their hands every hour
- Member units to ensure participants know what to do and who to contact if they feel ill while traveling
- Ensure that your teams comply with instructions from local



authorities where they are traveling. If, for example, they are told by local authorities not to go somewhere they should comply with this. Your teams should comply with any local restrictions on travel, movement or large gatherings etc.

C) When your teams return from traveling:

- Teams/ participants who have returned from an area where COVID-19 is spreading should monitor themselves for symptoms for 14 days and take their temperature twice a day and keep their member units & local health authorities updated about their condition
- If they develop even a mild cough or low-grade fever (i.e. a temperature of 99.14 F or more) they should stay at home and self-isolate. This means avoiding close contact (one meter or nearer) with other people, including family members. They should also inform their healthcare provider or the local public health department, giving them details of their recent travel and symptoms

D) Effective use of 'AarogyaSetu' App (<https://www.mygov.in/aarogya-setu-app/>) for breaking the chain of transmission of COVID-19:

- All the Member Units' staff and teams should download the 'AarogyaSetu' App on their mobile phones
- Before leaving for the upcoming event, all players and staff must review their status on 'AarogyaSetu' and travel only when the app shows 'safe' or 'low risk' status
- Member Units are advised that in case the App shows a message that a person has a moderate or high risk calculated on the basis of Bluetooth proximity, he/she should not travel to attend the event

Always follow the guidelines issued by WHO and Governments and continue to look after the athletes to keep them mentally and physically prepared during this unprecedented circumstance. Players symbolise resilience, hard work and hope and are source of inspiration to many of us. Hence their behaviour and actions during this immensely challenging time should be exemplary and worth emulating for fans and those who idolise them.

Note- In addition to the above Standard Operating Procedure (SOP) for COVID-19, kindly follow the World Health Organization (WHO), Government of India (GOI) and your respective State Governments guidelines for containment of COVID-19 epidemic.



Prevention is always better than cure

1. How to wash hands

While we have generally learned to wash our hands, the Corona epidemic has placed intense importance on the act of washing hands. WHO has defined the approved method of washing hands.

Washing your hands is easy, and it's one of the most effective ways to prevent the spread of germs. Clean hands can stop germs from spreading from one person to another and throughout an entire community—from your home and workplace to childcare facilities and hospitals.

Follow these five steps every time.

1. Wet your hands with clean, running water (warm or cold), turn off the tap, and apply soap.
2. Lather your hands by rubbing them together with the soap. Lather the backs of your hands, between your fingers, and under your nails.
3. Scrub your hands for at least 20 seconds.
4. Rinse your hands well under clean, running water.
5. Dry your hands using a clean towel or air dry them.

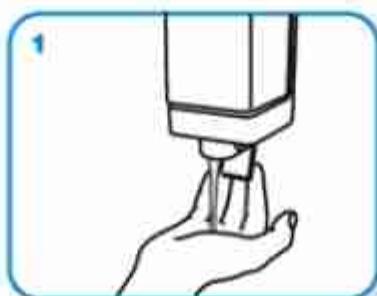
Key Times to wash hands

You can help yourself and your co-workers stay healthy by washing your hands often, especially during these key times when you are likely to get and spread germs:

- After reaching the workplace, and before touching the workstation. Repeat every hour.
- After touching any outside items like couriers received, post etc.
- After touching printers, shredders, or any other commonly used items.
- Before and after eating food
- After using the toilet
- After blowing your nose, coughing, or sneezing



Wet hands with water



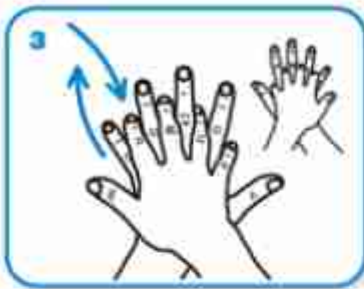
Apply enough soap to cover all hand surfaces.



Rub hands palm to palm



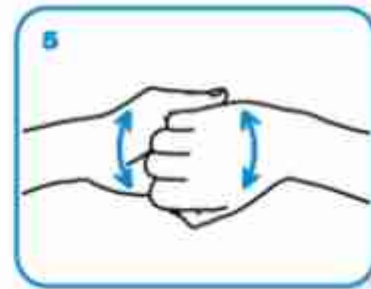
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right palm over left dorsum with interlaced fingers and vice versa



palm to palm with fingers interlaced



backs of fingers to opposing palms with fingers interlocked



rotational rubbing of left thumb clasped in right palm and vice versa



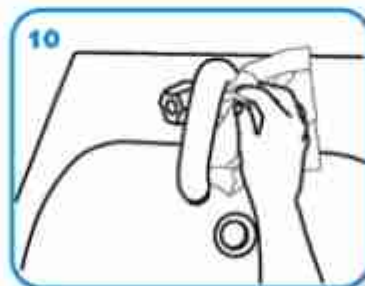
rotational rubbing, backwards and forwards with clasped fingers of right hand in left palm and vice versa.



Rinse hands with water



dry thoroughly with a single use towel



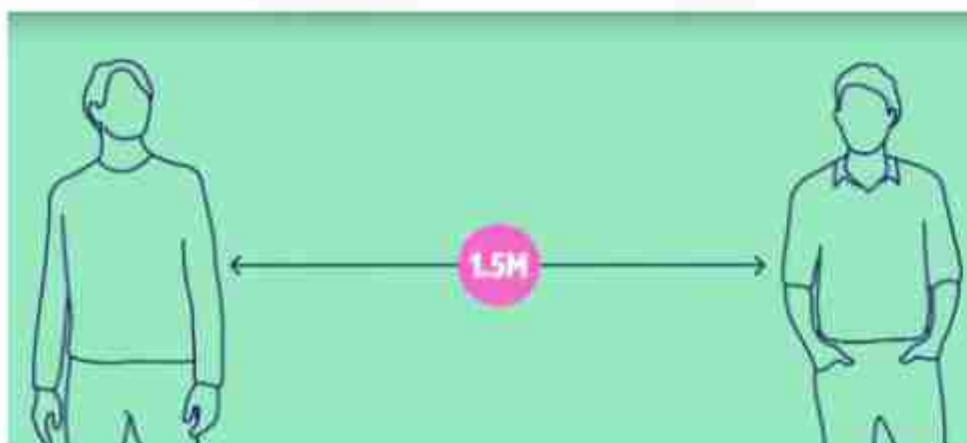
use towel to turn off faucet



...and your hands are safe.

2. Social Distancing

It would be legally required to keep social distance. Social distancing means keeping a gap of approximately 1.5 meters from others.





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3. How to wear a mask

Wearing a good quality mask is already compulsory in public spaces. It would also be mandated in many work environments.

However, wearing a mask incorrectly provides little or no protection and can actually be a hazard.

HOW TO WEAR A MASK?

Use surgical masks instead of N95 masks.



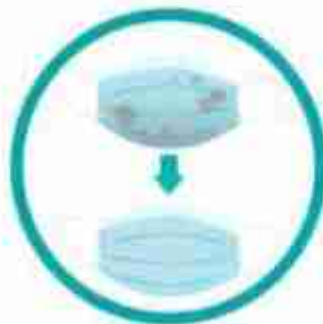
It should **COVER YOUR MOUTH, NOSE AND CHIN**, with the coloured side facing outwards.



PINCH THE METAL EDGE OF THE MASK so that it presses gently on your nose bridge.



Remove a used mask **HOLDING ONLY THE EAR LOOPS**.



To be effective, **CHANGE YOUR MASKS REGULARLY OR IF SOILED OR WET**.



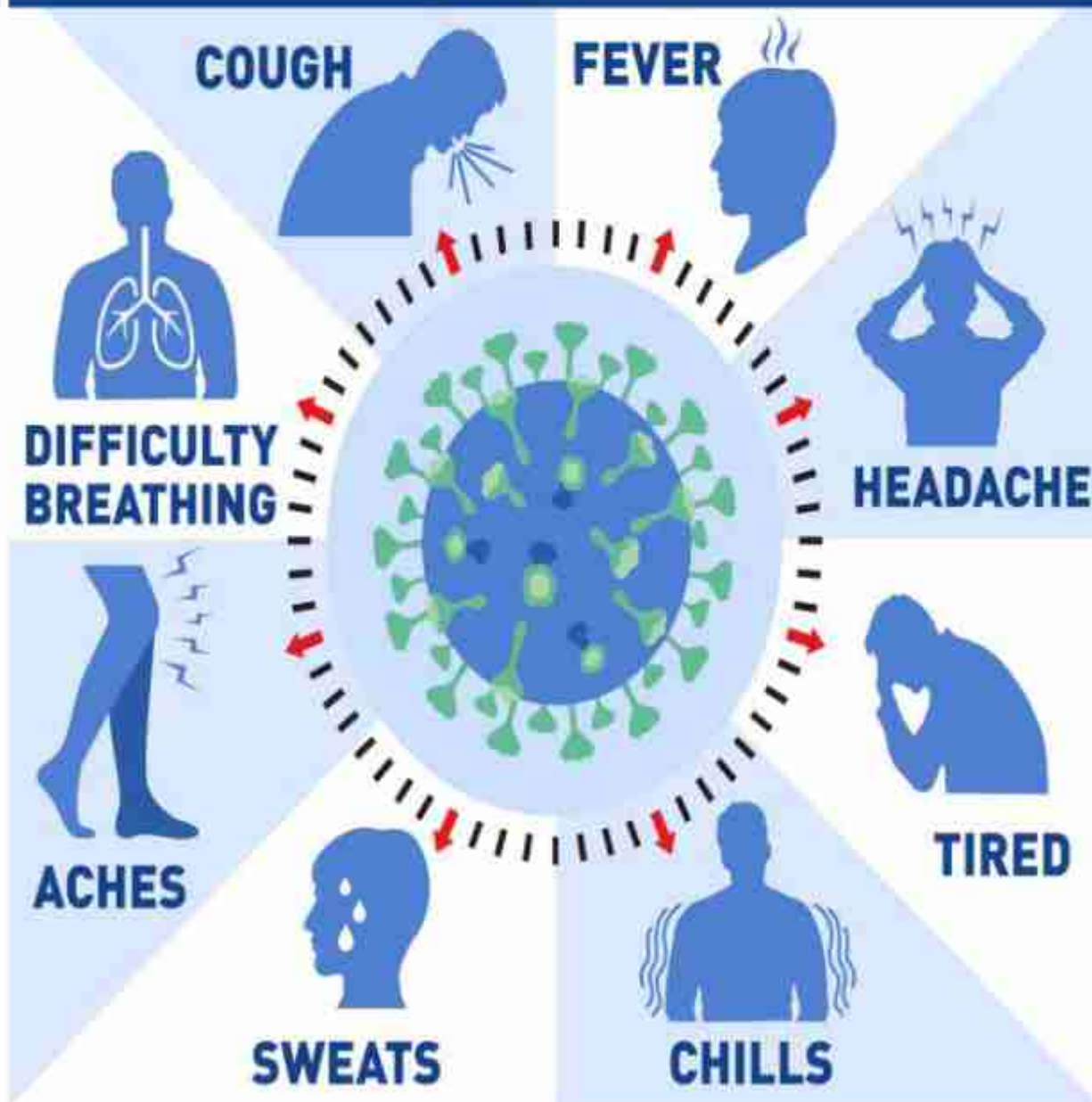
WASH YOUR HANDS WITH SOAP AND WATER after disposing the soiled mask properly into a bin.



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4. Symptoms of Corona Virus

SYMPTOMS OF CORONAVIRUS 2019-nCoV (coronavirus)





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5. How to dispose of a mask

While wearing a mask is essential – correct disposal is critical. Disposing of a mask incorrectly could result in the infection being spread.

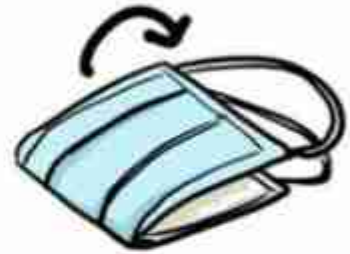
HOW TO DISPOSE YOUR MASK CORRECTLY



WASH YOUR
HANDS.



TAKE OFF
YOUR MASK.



FOLD YOUR USED
MASK INTO HALF
(SO YOUR GERMS/DROPLETS
ARE CONTAINED INSIDE)



...THEN ANOTHER
HALF...



...AND HALF...
UNTIL IT IS
LIKE A ROLL.



YOU CAN EVEN WRAP
IT WITH THE EAR
LOOPS.



WRAP IT WITH A
TISSUE PAPER
BEFORE YOU THROW...



...SO THE GERMS WILL NOT
BE EXPOSED TO THE AIR
AND INFECT OTHERS.



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How to stay informed:

WHO Links:

- Find the latest information from WHO on where COVID-19 is spreading: <https://www.who.int/emergencies/diseases/novel-coronavirus-2019/situation-reports>
- Advice and guidance from WHO on COVID-19 <https://www.who.int/emergencies/diseases/novel-coronavirus-2019>
- WHO information network for epidemics <https://www.epi-win.com>
- Considerations for sports federations/sports event organizers when planning mass gatherings in the context of COVID-19 World Health Organization https://apps.who.int/iris/bitstream/handle/10665/331764/WHO-2019-nCoV-Mass_Gatherings_Sports-2020.1-eng.pdf?sequence=1&isAllowed=y
- How to use WHO risk assessment and mitigation checklist for Mass Gatherings in the context of COVID-19 https://apps.who.int/iris/bitstream/handle/10665/331536/WHO-2019-nCoV-POE%20mass_gathering_tool-2020.1-eng.pdf?sequence=1&isAllowed=y
- Mass Gathering Decision Trees in context of Covid 19 outbreak https://www.who.int/docs/default-source/coronaviruse/who-2019-ncov-mg-decision-tree.pdf?sfvrsn=35435b5a_2
- Coronavirus disease (COVID-19) technical guidance: Points of entry and mass gatherings <https://www.who.int/emergencies/diseases/novel-coronavirus-2019/technical-guidance/points-of-entry-and-mass-gatherings>

GOI Links:

- Find the latest information from GOI on COVID-19 <https://www.mygov.in/covid-19/?target=webview&type=campaign&nid=0>
- Link to download the AarogyaSetu Mobile App <https://www.mygov.in/aarogya-setu-app/>
- Effective use of AarogyaSetu App for breaking the chain of transmission of COVID-19 <https://dopt.gov.in/sites/default/files/covid.PDF>
- COVID19 Statewise Status <https://www.mygov.in/corona-data/covid19-statewise-status>
- Get the latest information from the Ministry of Health and Family Welfare about COVID-19 <https://www.mohfw.gov.in/index.html>
- Audio Visual on addressing the Stigma around COVID-19 <https://www.youtube.com/watch?v=yJZ06JsREW4&feature=youtu.be>

Hockey 5s References:

- <http://fih.ch/inside-fih/our-official-documents/rules-of-hockey/>
- <https://www.hockeyindia.org/static-assets/waf-images/UploadFile/9f/5b/ec/81d59422-34a4-43f3-9642-6a788770be97.pdf>

SYMPTOMS





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