

**COVID-19**

# **Contingency Plan - Clients**



**PARKALGAR, SA**  
**NIF: 504395688**

# 1. Introduction

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Following the guidelines of the World Health Organization, embodied by the rules and guidelines of the General Directorate of Health, in reference to the infection by the new Corona Virus SARS-CoV-2, causal agent of COVID-19, Parkalgar presents and disseminates the Contingency Plan that follows.

It should also be noted that in the face of an epidemiological situation, all actions to be taken will always be subject to evaluation at the moment they happen, as updated information is received new actions will be put in place.

## 2. Procedures to be adopted for Team Events

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### 2.1 – Access to the Circuit

2.1.1 - It is mandatory that all teams deliver the list of staff, participants and vehicles that will participate at least 24h beforehand. Security will only allow access to the circuit to the persons indicated in the list.

2.1.2 - Security will test the temperature of all people and record the results.

2.1.3 - If the result is negative, the customer can enter the circuit directly to the Boxes. If the result indicates that the client has a fever, they will be referred directly to the Medical Center and the Linha Saúde 24 will be contacted to indicate the procedures to be followed.

All customers who are able to enter the circuit will have to use a mask and be given a bracelet. If someone is found inside the circuit without a bracelet or a mask, they must leave the premises immediately.

2.1.4 - Teams must nominate a representative and inform Parkalgar before arriving. Only that person can have contact with our staff.

### 2.2 – Access to the Pit Boxes

2.2.1 - All Boxes will be opened in advance (no deposit will be required) and the keys will be at the doors. In a separate Box you will find the Responsibility Terms and the Radio for direct contact with Race Control. The representative of the team will be the only one authorized to enter that Box and will be in charge of returning the Responsibility Terms signed before the opening of the Track.

This Box will have disinfection products available.

### 2.3 – Catering Service

2.3.1 - The Catering service will be available in a specific location that will be indicated 24 hours before the team's arrival. This location will be exclusive to the team and Parkalgar will guarantee the disinfection of the space before the arrival of each team.

## 2.4 – Fuel Service

2.4.1 - All teams must inform in advance the amount of fuel they will need and make their prepayment.

2.4.2 - Parkalgar will deliver fuel cards and instructions for the self-service use of the fuel station.

2.4.3 - At the end of the event, Parkalgar will obtain the consumption report and the unused amount will be credited to the customer, alternatively the excess will be invoiced.

2.4.4 - This delivery and return of the Fuel Cards will also occur through the delivery and collection of documents in the Box with exclusive access to the Team's representative.

## 3. Procedures to be followed for Track Days

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### 3.1 – Access to the Circuit

3.1.1 - It is mandatory that all teams deliver the list of staff, participants and vehicles that will participate up to 24 hours before. Security will only allow access to the circuit to the persons indicated in the list.

3.1.2 - Security will test the temperature of all people and record the results.

3.1.3 - If the result is negative, the customer can enter the circuit directly to the Boxes. If the result indicates that the client has a fever, they will be referred directly to the Medical Center and the Linha Saúde 24 will be contacted to indicate the procedures to be followed.

All customers who are able to enter the circuit will have to use a mask and be given a bracelet. If someone is found inside the circuit without a bracelet or a mask, they must leave the premises immediately.

3.1.4 - The teams must nominate a representative and inform Parkalgar before arriving. Only that person can have contact with our staff.

### 3.2 – Access to the Pit Boxes

3.2.1 - All Boxes will be opened in advance (no deposit will be required) and the keys will be at the doors. In a separate Box you will find the Responsibility Terms and the Radio for direct contact with Race Control. The representative of the team will be the only one authorized to enter that Box and will be in charge of returning the Responsibility Terms signed before the opening of the Track.

This Box will have disinfection products available.

### 3.3 – Catering Service

3.3.1 - The Catering service will be available in a specific location that will be indicated 24 hours before the team's arrival. This location will be exclusive to the team and Parkalgar will guarantee the disinfection of the space before the arrival of each team.

### 3.4 – Fuel Service

3.4.1 - Each participant who needs to purchase fuel must go to the Racing School Boxing where a Parkalgar employee will be there to receive them.

3.4.2 - After receiving the voucher, the participant must go to the filling station where a Parkalgar employee will fill up.

3.4.3 - It is of the utmost importance that the organization promotes to all participants that the less people to make contact the better, so it is advisable that, whenever possible, it is always the same person who purchases vouchers and goes to the filling station.

## 4. Conclusion

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The World Health Organization has declared a global pandemic and these are the security measures to reduce the risk of contagion in the face of events of this magnitude.

We ask all participants to comply with these guidelines. It is the safety of everyone which is at risk.

It is mandatory the use of masks and maintain a social security distance at least 2m.

In this scenario, Parkalgar reserves the right to act in accordance with legal guidelines and to cancel events if any of the participants do not act in accordance with what is described in this plan.