

# Waka Ama NEW ZEALAND COVID-19 Event Response (Updated September 2021)



## Mandatory Contact Tracing and Record Keeping:

The Government has introduced mandatory record-keeping at specified places and events. People responsible for these places or gatherings must now have systems and processes in place to ensure, so far as is reasonably practicable, that each person aged 12 or over who enters the place or attends the gathering:

- Scans the QR Code for the place or gathering; or
- Provides a contact record that the person in control of the place or gathering collects.

It is a legal requirement to display an NZ COVID Tracer QR code unless an exemption applies

You must display an NZ COVID Tracer QR code, but some people might not wish to or be able to scan in. If a person does not scan a QR code or record the visit themselves in their personal diary, you must provide a way for that person to provide you with a 'contact record'. A contact record is the person's name, the date and time they entered the workplace, and a telephone number.

This can be through an electronic system (such as the tablet sign-in apps already used by many businesses to register visitors), or a simple pen-and-paper register using individual slips and a ballot box for storage or having an employee take attendance records on visitors' behalf. If you already have systems for other purposes, such as building access swipe cards or an appointment booking system, you can use these as long as they collect all the required information (name, date, time, phone number).

More information on options to do this, and templates are available on the Unite against COVID-19 website:

<https://covid19.govt.nz/business-and-money/businesses/record-keeping-and-contact-tracing/>

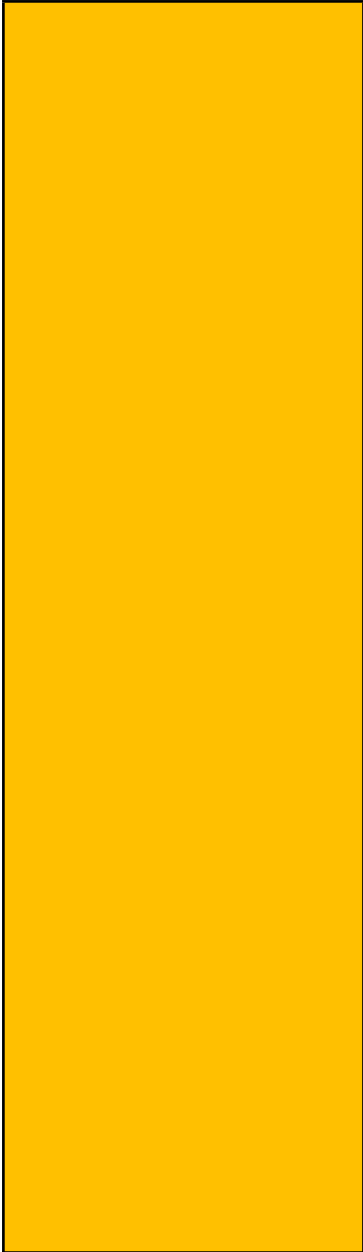
Get your QR code here: <https://covid19.govt.nz/business-and-money/businesses/get-your-qr-code-poster/>

If you have any further information please contact [admin@wakaama.co.nz](mailto:admin@wakaama.co.nz)

The table below shows the current Waka Ama Alert Level Guideline lines. With the 3<sup>rd</sup> column outlining scenarios for Waka Ama Events at various levels

Alert Levels	Current Waka Ama Guidelines Regarding Events	Scenarios for Waka Ama events
<p><b>Level Four</b></p> <p>Alert level 4 - Lockdown</p>	<p>No sanctioned Waka Ama Events can take place – events must be cancelled or postponed</p>	<p>Remain the same</p>
<p><b>Level Three</b></p> <p>Alert level 3 - Restrict</p>	<p>No sanctioned Waka Ama Events can take place – events must be cancelled or postponed</p>	<p>Remain the same</p>
<p><b>Level 2.5</b></p> <p>Gatherings limited to 10</p>	<p>No sanctioned Waka Ama Events can take place – events must be cancelled or postponed</p>	<p>Remain the same</p>
<p><b>Level Two</b></p> <p>Alert level 2 - Reduce</p>	<p>Limited events can take place in Level 2 Those that do, must adhere to Waka Ama Level 2 guidelines in order to be sanctioned or approved.</p>	<p><b>Regional W1 events (Qualifiers to Nationals Sprints)</b></p> <p>If all of Aotearoa is still in Level 2 when Regional W1 qualifiers are due to take place (Nov/Dec) OR if a particular region is at Level 2 when their Regionals is due to take place:</p> <p><b>W1 Regional events may take place with the following restrictions</b></p> <ul style="list-style-type: none"> <li>• Application is made to Waka Ama New Zealand and approved.</li> <li>• Events must not exceed 100 people , including paddlers and officials.</li> <li>• Only holding races for events that have more entries than the W1 quota</li> <li>• Any divisions where the quota is not filled by the close of entries automatically qualify. The region must then determine how those paddlers are ranked.</li> <li>• Splitting event into smaller events over 2 days or several weekends e.g. Juniors on one day, adults on another , or split days into divisions</li> <li>• Waka Ama New Zealand will appoint a person to attend the event to ensure COVID protocols are adhered to. (This may be a different person in each region)</li> </ul>

		<ul style="list-style-type: none"><li>• There can be no spectators at the event</li><li>• The W1 regionals is for the sole purpose of determining qualifying paddlers to Sprint Nationals. No W6 races shall be held during the event.</li><li>• The venue must have hand sanitiser available around the venue</li><li>• The venue must have Mandatory QR codes and one other form of contact tracing available</li><li>• Masks of masks for officials, volunteers and paddlers (when not racing) is mandatory</li><li>• No Prizegiving or Indoor gatherings</li><li>• Waka Ama New Zealand will provide COVID sanction criteria and templates</li></ul>
		<p><b>All Other events at Level 2</b> Any other sanctioned events may only be held at Level 2 where:</p> <ul style="list-style-type: none"><li>• Application is made to Waka Ama New Zealand and approved.</li><li>• Events must not exceed 100 people including paddlers and officials</li><li>• Waka Ama New Zealand will set the paddler entry limit</li><li>• No spectators are present</li><li>• COVID 19 protocols, hand sanitiser is easily accessible</li><li>• The venue must have Mandatory QR codes and one other form of contact tracing available</li><li>• All participants are entered and recorded via the Waka Ama New Zealand online Entry system prior to race day.</li><li>• Waka Ama New Zealand will appoint someone to oversee the COVID 19 procedures on the day of the event.</li><li>• Should part of New Zealand be in level 2.5 or above then paddlers or officials from those areas are not permitted to take part in the event.</li><li>• Wearing of masks for officials, volunteers and paddlers (when not racing) is mandatory</li><li>• No Prizegiving or Indoor gatherings</li></ul>



- Waka Ama New Zealand will provide COVID Level 2 sanction criteria and templates

**Waka Ama Sprint Nationals**

- If all of Aotearoa is at Level 2 or higher, Waka Ama Sprint Nationals will be **cancelled**
- If the Waikato Region is at Level 2 or higher, Waka Ama Sprint Nationals will be **cancelled**
- If one or some Regions (Other than Waikato) are in Level 2 or higher, then the Waka Ama Sprint Nationals will be **cancelled** however the Board of Waka Ama New Zealand *may* consider hosting a modified format event for participation purposes.

**Waka Ama Long Distance Nationals**

- If all of Aotearoa is at Level 2 or higher, Waka Ama Long Distance Nationals will be cancelled.
- If the Host Region is at Level 2 or higher, Waka Ama Sprint Nationals will be **cancelled.**

**Waka Ama Secondary School Nationals**

- If all of Aotearoa is at Level 2 or higher, Waka Ama Secondary School Nationals will be **cancelled.**
- If the Rotorua Region is at Level 2 or higher, Waka Ama Secondary School Nationals will be **cancelled.**
- If one or some Regions (Other than Host) are in Level 2 or higher, then the Waka Ama Secondary School Nationals will be cancelled however the Board of Waka Ama New Zealand may consider hosting a modified format event for participation purposes.

		<p><b>Takapuna Beach Cup</b></p> <ul style="list-style-type: none"> <li>● If all of Aotearoa is at Level 2 or higher, the Takapuna Beach Cup will be <b>cancelled.</b></li> <li>● If the Auckland Region is at Level 2 or higher, Takapuna Beach Cup will be <b>cancelled.</b></li> <li>● If one or some Regions (Other than Auckland) are in Level 2 or higher, then the Board of Waka Ama New Zealand may consider hosting a modified format event for participation purposes.</li> </ul>
<p><b>Level One</b></p> <p>Alert level 1 - Prepare</p>	<p>Waka Ama Sanctioned events can take place but must meet the following criteria:</p> <ul style="list-style-type: none"> <li>● Compulsory for all sanctioned events to use the Waka Ama New Zealand Online Entry System. This will aid with contact tracing systems at the event</li> <li>● It will be compulsory for clubs to add participants into the online entry system within the specified time frame. <b><i>Failure to do so will mean teams will be withdrawn from the event.</i></b></li> <li>● Event organisers must provide the opportunity for all those who attend an event to ‘check in’ keeping a record of attendees, this includes contractors, officials, volunteers, whānau and spectators. This can be through electronic means or in a paper form. (Add link for QR code)</li> </ul>	<p><b>If a Region or Area of New Zealand remains in Level 2, but the rest of the country is in Level 1</b></p> <ul style="list-style-type: none"> <li>● Level 1 area events can proceed under all required COVID restrictions however for events that will have over 100 people; entries will be restricted with no paddlers from a level 2 area being permitted to enter Level 1 area events.</li> </ul> <p><b>Mandatory Contact tracing and hygiene levels</b></p> <ul style="list-style-type: none"> <li>● Ensure all events have mandatory QR codes and another form of contact tracing available</li> <li>● Encourage the use of masks for officials, volunteers and paddlers (when not racing)</li> <li>● Event organisers to Provide hand-sanitiser stations</li> </ul>

	<ul style="list-style-type: none"><li>• Event organisers must encourage best practice hygiene is practised</li></ul> <p>Event organisers need to be aware they may be asked to postpone or cancel gatherings under the circumstance that a significant outbreak has reoccurred, or if case numbers increase.</p>	
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