


SOUTH AFRICAN POWER FLYING ASSOCIATION

COVID-19 Standard Operating Procedure for Events

Reviewer/Team	SAPFA Committee	Date:	13/07/2020
Authorised by:		Date:	28/07/2020

Revisions	Paragraph	Detail
Revision 1 28 July 20	5.2.4 & 6	Update to Equipment Disinfection Added Aircraft Hire & Fly & shared aircraft disinfection procedures
	Appendix 2	Added Covid Screening Questionnaire

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1.0 PURPOSE

The purpose of this document is to provide a structured and scientific approach to the containment of the Coronavirus which developed into a worldwide pandemic after the first outbreak was noted from China in December 2019.

Therefore, as part of a continued effort to provide healthy and safe practise of aviation sporting events, SAPFA will implement, reasonable practicable measures to reduce the risk of the highly contagious virus.

This document will further highlight ways to manage conditions and thereby assisting to curb the transfer of the virus to healthy and uninfected persons and persons with known or disclosed health issues or comorbidities.

2.0 SCOPE

The procedure applies to all SAPFA members, participants, visitors and spectators at any of the SAPFA events.

3.0 DEFINITIONS AND ABBREVIATIONS

The abbreviations applicable to this document are listed below:

Common Contact Area: Area that are commonly touched by more than one person such as door handles/knobs, kettles, fridge handles, telephone, kitchen appliances, computers, etc.

PPE: Personal Protective Equipment.

SOP: Standard Operating Procedure.

4.0 RESOURCES / RESPONSIBILITIES

SAPFA Committee Members will be responsible for the overall management of the COVID-19 readiness in terms of this procedure. Committee members or competent designated persons will be responsible for the implementation of the procedure at any of the SAPFA events/meetings. This Designated Person / Compliance Officer would in general also be the Safety Officer for the event.

No more than 50 persons will be allowed to attend the event.

5.0 METHODOLOGY / PROCEDURE

5.1 Registration

- 5.1.1 Online registration. Participants would register online on the SAPFA website portal for their flight. This will ensure records of activity on the particular event day. Only after registration would they be granted access to their stated airfield where the event is to take place.
- 5.1.2 C-19 Compliance Officer. Each event will have an appointed compliance / safety officer ensuring additional adherence to operating procedures. The Compliance / Safety Officer shall set up a cleaning station (if applicable), if it is decided that the event shall have a hygiene station, comprising a small table and with either a spray or washable disinfectant, which is compliant with Government protocols.
- 5.1.3 Arrival at site Report to compliance /safety officer and complete register/ record temperature and complete screening protocol. Any person exhibiting inflated temperatures (above 37.5 Deg C) or exhibits flu like symptoms to be denied access to the Airfield / Event.
- 5.1.4 Declaration: Each person associated with the event must sign a declaration stating that he/she has no fever or symptoms that could be possible Covid-19 infection.

5.2 Procedures to follow at the Airfield / Event









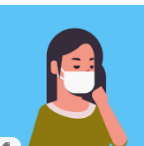

- 5.2.1 Sanitation. Pilots / Crew / Organisers / Members shall provide their own sanitiser either a spray or washable disinfectant, which is compliant with Government protocols. Hand hygiene to be conducted before and after every flight.
- 5.2.2 Social Distancing guidelines will be adhered shall be maintained during operations
- 5.2.3 PPE – Pilots / Crew / Organisers / Members shall make use of masks/face buffs without exception. No person will be permitted to enter the clubhouse/offices or designated event areas if their mouth and nose are not covered by a mask.
- 5.2.4 Equipment: Pilots / Crew / Organisers are to bring their own respective equipment for use for the event, no equipment sharing allowed. All equipment shall be disinfected prior to being used for the event
- 5.2.5 Event Preparation: The compliance / Safety Officer to assess the event venue and carry out disinfectant procedures for any common contact areas.
- 5.2.6 Flying Operations: Each crew member shall have a hand sterilizer on board the aircraft. Each crew member to wear a face shield if more than one person on board. All persons on board shall have gloves to avoid and reduce any potential contamination. All work surfaces, tools, baggage, aircraft interior and controls shall be disinfected prior to and after each flight, this will be applicable if aircraft are obtained as hire & fly or if aircraft are shared in events. Crew(s) will use an intercom system to communicate when flying.

6.0 DISTRIBUTION LIST

This document will be distributed to all committee members and designated persons responsible for all events, meetings, and assemblies.

Appendix 1:

General hygiene and infection control. The following table details good practices to be adopted at home and on-site:

	<p>Stay home when you are sick.</p>
	<p>Avoid contact with people who are sick or under Quarantine</p>
	<p>Avoid touching your eyes, mouth or nose with unwashed hands or after touching surfaces.</p>
	<p>Get adequate sleep and eat well balanced meals. Maintain a healthy lifestyle</p>
	<p>Wash hands often with soap and water for longer than 20 seconds. Make sure to wash hands after you blow your nose, sneeze into a tissue, use the restroom, when you leave and return to your home, before preparing or eating food, applying make-up, handling contact lenses etc.</p> <p>If using a hand sanitizer ensure that it contains at least 70 per cent alcohol, ensure coverage on all parts of the hands and rub hands together for 20-30 seconds until hands feel dry. If hands are visibly dirty, always wash hands with soap and water. Did you know? Cold water and warm water are equally effective at killing germs and viruses — as long as you use soap and wash your hands the right way!</p>
	<p>Dry hands with a clean towel.</p>
	<p>Cover your mouth with an elbow, tissue or sleeve when coughing or sneezing. Dispose of used tissue immediately according to the waste management procedure in the correct receptacle.</p>
	<p>Disinfect “high touch” surface</p>
	<p>Wear a face mask at all times. They can be non-medical or homemade (masks / bandanas / buffs / cloth) facemasks.</p> <p>Wearing of masks will be compulsory inside the entire plant and in crowded environments where physical distancing cannot be practiced and whilst travelling on the busses.</p>
	<p>Maintain the correct social distance of at least 2 meters from each other.</p>

Appendix 2:

COVID-19 SCREENING / INTERVIEW

Name:	
ID Number:	
Address:	
Contact Number	
Date:	

TEMPERATURE:		<i>Temperature above 37.5°C, please self-isolate, maintain social distance and seek medical attention</i>
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Questionnaire

Questions (mark with "x")		Yes	No
1	Are you feeling ill?		
2	Are you experiencing fatigue?		
3	Do you have diarrhoea?		
4	Are you experiencing body aches?		
5	Do you have a headache?		
6	Do you have a cough?		
7	Do you have sore throat?		
8	Do you have difficulty breathing?		
9	Did you have any contact with a COVID-19 positive patient?		

If the answer is "Yes" to any of the above questions, please self-isolate and maintain social distance and refrain from attending the organized event. If conditions require, seek medical attention.

By undersigning the above, I verify that all information is true and accurate at the time of screening

SIGNATURE: _____