

FACILITY OWNERS/ COMPETITION/EVENT MANAGEMENT CONTACT TRACING

The ability for an event organizer to complete contact tracing is vitally important for hosting and operating safe event and for limiting or notifying the public swiftly should there be a subsequent COVID-19 outbreak.

The contact tracing plan must be supported by the appropriate waivers, attestations and checklists which ensure that all participants understand and will comply to the COVID-19 mitigation plans. Sample waivers and attestation forms are available through Equestrian Canada or from Manitoba Horse Council www.manitobahorsecouncil.ca/Competitions

The waivers are samples that can be used by organizers, but it is recommended that you review all waivers with your insurance provider and legal counsel.

- Organizers should establish their contact tracing protocols to meet the standards of their local health authority. At minimum this should include name, email, phone, town/city, province and postal code for everyone in attendance at the competition
- Organizers should establish the tracking method for all contacts' information, you can link to the entry process that you have set up in your COVID-19 mitigation plan
- Organizers should establish a daily tracking of all participants that were onsite and maintain those records for a minimum of three years
- Organizers should have all participants complete a daily attestation/assumption of risk waiver which includes an agreement to abide by and following the COVID-19 mitigation plan
- Current recommendations are to maintain copies of forms and documents from attestation for minimally three weeks
- Current recommendations are to maintain copies of forms and documents from waivers for minimally three years
- Manitoba Horse Council is offering archive storage for bundles of waivers and attestations (cover sheet available on www.manitobahorsecouncil.ca/competitions)