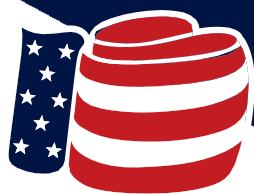


#BACKTOBOXING

Event Operations Guide

Updated 7/6/2021



contents

Government & Public Health Adherence	2
Health & Safety Task Force	2
Local Health Department	2
Medical Adherence	3
Participant vs. Non- Participant Personnel	3
Venue Analysis	3
Ventilation and Air Movement	3
Communication	4
PPE Compliance	5
Disease Mitigation Procedures	5
USA Boxing Adherence	6
Test Event	6
Single Day Event	7
Multi-Day Pro-Am and 3 rd Party Events	8
Operational Guidelines	9
Matching	9
Check-In / Weigh-In	9
Field of Play (FOP)	10
Spectators	11
Vendors & Concessions	11
Post Event	11
Conclusion	12
Acknowledgements	12
Forms	13
Pre-Event Checklist	13
Diagrams	14
Risk Assessment	15
After Action Report	16

USA Boxing is committed to supporting a return to event sanctions, as the country gradually proceeds to lift Covid-19 restrictions. Navigating the final phase of this pandemic is just as critical as the beginning. Using effective and proven mitigation systems USA Boxing is prepared to transition away from Covid-19 restrictions safely. Leaders at all levels, including USA Boxing, Local Boxing Committee (LBC) leaders, and coaches, will need to prepare their communities by dynamically evaluating, analyzing, and implementing appropriate measures to reduce contagion while maximizing safety.

The document below contains an outline for event hosts (sanction holders) to follow to ensure a safe return to competition. As this is strictly a guide, please tailor these guidelines to the needs of your event. We kindly ask to be mindful of all current local, state, and federal regulations when planning events in your area as many areas are regulated by county officials. Let us be good ambassadors of our sport and prove we can safely return to competition.

Moving forward, our guiding principles will remain the safety of our members, staff, and communities.

Government & Public Health Adherence

Please adhere to state and local guidelines during all phases of development for your event. Contact your state health department for more information.

Health & Safety Task Force

Appoint a Health and Safety Task Force within your LBC responsible for upholding the policies and procedures laid out in this document. This committee should be comprised of a ringside physician, Chief of Official (COO), Local Organizing Committee (LOC) representative, event host, sanction holder and/or other LBC Leaders. For multi-day events, the Health & Safety Task Force must include a staff representative from USA Boxing National Office.

- Deputize event coordinator responsible for addressing COVID-19 issues
- The Task Force will have authority to advise on the decision to modify, restrict, postpone, or cancel the event, as well as to uphold the sanitization procedures outlined in this document

Local Health Department

Ensure you are following local health authority guidelines.

- Ensure planner has the most current COVID-19 information, including local and state mask adherence, and capacity limits
- Ensure event planners develop proper public health policies and procedures based on the guidelines in this document

Medical Adherence

In order to uphold the recommendations given by the World Health Organization and the Centers for Disease Control and ensure the safe resumption of USA Boxing single and multi-day events, the following protocols should be strictly followed. An event medical plan, with attention to Covid-19 factors, should be established based on the following guidelines.

Participant vs. Non-Participant Personnel

Group the event attendees into Participant and Non-Participant groups. Based on local and state regulations decide which groups will be allowed at the event.

- Participants: boxers, coaches, officials, volunteers, event staff, medical staff, security, parents/guardians of minors. Follow state and local guidelines in reference to mask adherence.
- Non-Participants: media, spectators, and vendors. Refer to state and local guidelines on capacity and mask adherence.

Venue Analysis

Work closely with venue to maintain cohesion between local government restrictions as well as adherence to guidelines in this document. An analysis of all venue areas should be conducted for the purpose of minimizing exposure and potential cross-contamination between participants. Host should create a venue diagram identifying, check-in area, weigh-in area, glove table, FOP, venue flow, etc.

- Consider an onsite isolation room for someone who exhibits Covid-19 symptoms during the event
- Tables should be separated to the best extent possible by service type
 - For example: Athlete Check-In, Credentials, Ticketing, etc.
- Competition Ring Recommendations
 - Provide 12 feet of clearance from ring apron to the FOP barrier on all sides, if possible

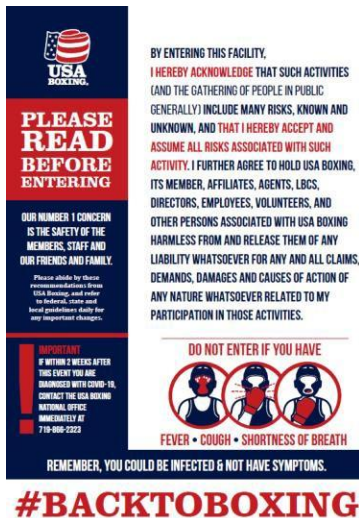
Ventilation and Air Movement

Due to their size, Covid-19 viral particles spread between people more easily indoors as opposed to outdoors. Adding a light wind or slight air circulation can rapidly reduce viral concentrations, thus reducing exposure to both participants and non-participants during an indoor event. As recommended by the CDC, it is important to address the venue ventilation and air movement when determining occupancy and seating charts. If possible, open a window or add air circulating fans.

Communication

Determine communication strategy for risk mitigation to ensure clear, accurate communication leading up to and through the conclusion of the event.

- Establish pre-event communication with participants using various platforms (e.g. email, social media, zoom)
 - Include the policies in place for risk mitigation as it applies to each group (e.g. boxers, coaches, officials, media, spectator, etc.)
 - Identify the roles and responsibilities of each
 - Provide an event schedule
- Inform participants what to do/who to contact if someone should exhibit symptoms during the event
- Utilize social distancing in addition to signage promoting social distancing guidelines, anywhere lines may form
 - Include informational posters
- Provide a post-event summary to participants making sure to include the following
 - Who to contact in case an individual develops Covid-19 in the following 14 days
 - A notification process for all event athletes, coaches, staff, media, spectators and vendors if the organizers/medical personnel learn of suspected or confirmed cases of COVID-19 at the event
- Display Health Screening Poster and Health Screening Liability agreement in front of the venue



Signage and forms referenced above can be located on USA Boxing’s Back to Boxing page <https://www.teamusa.org/USA-Boxing/Coronavirus>

PPE Compliance

To comply with CDC recommendations while ensuring safe operation of USA Boxing sanctions, the following protocols are strongly recommended.

- The collection and distribution of PPE and other essential provisions such as, but not limited to
 - Hand Sanitizer Gels and Dispensers
 - Disinfectant /cleaning wipes
 - Masks (cloth masks are acceptable)
 - Disposable Gloves (Latex or Nitrile)

Disease Mitigation Procedures

Mitigation procedures aim to reduce the probability of infection. Emphasis is on event host to recommend personal-level actions, and on the individual's responsibility for implementing them.

- Ensure all event personnel are informed of current COVID-19 information
- Participants have the option to wear a mask when in the FOP
- Encourage frequent handwashing
- Open available windows and doors to maximize airflow
- Provide hand sanitizer in strategically targeted locations throughout the venue
- Offer and strategically place multiple trash receptacles around venue; if possible, provide trash receptacles with lids
- Boxer should use their own spit bucket, towel and hygiene products
- Establish frequent cleaning schedule for high touch areas
 - Consider breaks or intermissions in the competition to help clear the venue to allow for cleaning
 - See that the custodial staff wear appropriate PPE .

USA Boxing Adherence

Test Event

Test events will serve to prepare LBCs for the return of larger events. Test events are limited and required of all LBC's wanting to return to competition. LBC directors will manage test events to ensure the effectiveness of newly adopted protocols, in addition gauging/maintaining comfort levels for participating officials and physicians. Officials-In-Charge(OIC) for the LBC should be required to attend, while all active officials and ringside physicians should be encouraged to attend to provide feedback. Limited to registered clubs and members within the host LBC ONLY. Maximum of 10 bouts, pre-matched. 3 judges at ringside. No or limited audience.

- Judges at ringside are limited to 3; however, it is recommended to invite all officials from the LBC to attend the test event for experience and refresh, with the idea of providing officials confidence in the protocols so that they too come back to boxing.
- To ensure proper execution of the guidelines below, USA Boxing will require the following pre & post event write-ups
 - Pre-Event Checklist
 - Must be submitted to the National office 7 days prior to event
 - Risk Assessment
 - Must be submitted to the National office 7 days prior to event
 - After Action Report (AAR)
 - Must be submitted to National Office 10 days after event conclusion
- Upon completion of a successful test event, USA Boxing's expectations are that the LBC leaders work closely with event hosts and sanction holders to guide and provide insight to ensure future event success.

Single Day Event

After the execution of a successful test event by the LBC, event hosts may resume holding local single day event sanctions under the guidance of the LBC, while adhering to the guidelines within this document and following all local and state regulations.

- Participants: All participants (defined above) should follow state and local guidelines in regards to mask adherence. Participants have the option of wearing a mask in the FOP including weigh-ins
- Non-Participants follow local guidelines regarding mask adherence and capacity limits
- LBC is encouraged to meet with event host prior to the start of the event to offer guidance based on the knowledge and experience gained from the Test Event phase
- LBC Test Events require pre-matched bouts
- To ensure proper execution of the guidelines below, USA Boxing will only require the following post event write-up
 - After Action Report (AAR)
 - Must be submitted to LBC 10 days after event conclusion

Multi-Day, Pro-Am and 3rd-Party Events

After the execution of a successful single day event, sanction holders may resume multi-day events under the guidance of the LBC, while adhering to the guidelines within this document and following all local and state regulations. Multi-day events include all local, regional, and national Golden Glove and Silver Glove sanctions, Sugar Bert tournaments, as well as 3rd party charitable events, such as Battle of the Badges, Guns & Hoses, and Haymakers for Hope.

- Participants: All participants (defined above) should follow state and local guidelines in regards to mask adherence. Participants have the option of wearing a mask in the FOP including weigh-ins
- Non-Participants follow local guidelines regarding mask adherence and capacity limits
- To ensure proper execution of the guidelines below, USA Boxing will require the following pre & post event write-ups
 - Pre-Event Checklist
 - Must be submitted to the National office 10 days prior to event
 - Risk Assessment
 - Must be submitted to the National office 10 days prior to event
 - Venue diagram
 - Host should create a venue schematic identifying entrance/exit points, weigh-in area, glove table, FOP, etc.
 - Must be submitted to National office 10 days prior to event
 - Schedule
 - Host should create a schedule outlining time & dates for check-in, weigh-in, competition, and other coinciding events
 - Must be submitted to National office 10 days prior to event
 - Meetings
 - Host must meet with LBC a minimum of 10 days prior to start of event
 - Host must meet with USA Boxing National Office a minimum of 10 days prior to start of event
 - After Action Report (AAR)
 - Must be submitted to National Office 10 days after event conclusion

USA Boxing Bylaws

Per Article 15.2 of USA Boxing Bylaws, regarding Sanctioning of Events; USA Boxing reserves the rights to deny, cancel or postpone any USA Boxing issued sanction if USA Boxing believes the event would be “...detrimental to the best interests of USA Boxing”.

USA Boxing is committed to supporting a return to event sanctions. Event hosts, and leaders at all levels, including USA Boxing, and Local Boxing Committee (LBC) leaders, will need to prepare by evaluating, analyzing, and implementing the appropriate measures within this guide to reduce contagion while maximizing safety.

Operational Guidelines

Matching

USA Boxing recommends the following measures of precaution, dependent upon type of event (single or multi-day), and your state and local guidelines.

- Event organizers are encouraged to submit a bout sheet or list of boxers to the COO the day before the event
- Event organizer is encouraged to use Webpoint to better track event participation

Check-In / Weigh-In

Check-in & weigh-in will be the first interaction between event participants (boxers & coaches) and event officials (staff & R/J's). The goal is to disperse and spread out to minimize the potential of exposure, while utilizing PPE and following proper cleaning procedures.

- Tables should be separated by service type to further disperse crowds.
 - Recommended that registrations be completed in Webpoint prior to check-in
 - Dependent on event and venue size, divisions can have staggered check-in times to control the flow of traffic
 - All boxers and those accompanying them to the event will be advised to bring their own PPE
- Take precautions to reduce the risk of exposure for staff and officials at check-ins and weigh-ins
 - All participants working check-in and weigh-in should be required to wear masks
 - Hand sanitizer pumps or stations should be made available at all tables where staff and/or officials are stationed
 - Disinfectant /cleaning wipes should be used to wipe down all countertops and surfaces regularly

Field of Play (FOP)

The protocols below will be implemented with the goal of increasing the space available by limiting the FOP to active participant personnel. Priorities will be around implementing regular sanitization of shared equipment and reducing as many opportunities for physical contact. For larger events, consider sessions, different or staggered start times throughout the day to limit number of people in the venue at any given time, but avoid limiting participation.

Weigh-in Area

- It is important to remember the Weigh-in area is considered part of the Field of Play.
- Masks are optional depending on the size of Weigh-in area and if proper social distancing can be maintained.
- Ringside physician may require masks to be worn in the weigh-in area

Glove Table & Warm Up Area

- Observe proper distancing
- Cap the number of participants allowed, per social distancing and state guidelines
- Encourage coaches to wrap hands outside of warm up area
- Event organizer should consider scheduling and staggering times for coaches and boxers to enter warmup area to avoid congestion
- Provide disinfectant / cleaning wipes at glove table

On-deck Area

- Observe proper distancing
- Each boxer is allowed three (3) coaches in the on-deck area
- Provide disinfectant / cleaning wipes for high touch areas

Competition Area

- In reduced capacity events, limit the number of participant personnel within the FOP
- Disinfect ring in regular intervals, either 60- or 30-minute intervals
- Provide disinfectant / cleaning wipes for coaches to wipe down corner while boxer is being examined by the ringside physician
- Hand sanitizer and disinfectant/cleaning wipes should be available at all tables where officials and other event administrators are stationed
 - Sanitization is recommended every 30 minutes or when a change in position occurs
- Glove running should be carried out by the sanitization coordinator or team, while wearing proper PPE
- Masks are optional for participants within the FOP

Spectators

Refer to state, local, and USA Boxing guidelines for guidance regarding occupancy of spectators and mask adherence at events.

Vendors & Concessions

Follow local and state Covid protocol regarding food services. As a reminder, work closely with venue coordinator or building administration to ensure cohesion between local government restrictions as well as adherence to guidelines in this document.

Post Event

All event hosts must conduct an After-Action Report (AAR). The data collected is critical when making informed decisions regarding USA Boxing sanctioned events and helping to evaluate if the event host is adequately prepared to hold future events

- Encourage all event participants (coaches, officials, staff, etc.) to give feedback about the event and the COVID-19 mitigation procedures in place
- All USA Boxing sanctioned events are required to submit a After Action Report (AAR) report to USA Boxing National Office.

Additional resources, such as signage, forms, and templates mentioned throughout this document, can be located on USA Boxing's Back to Boxing page <https://www.teamusa.org/USA-Boxing/Coronavirus>

Conclusion

Boxing is more than a sport. It redeems, forgives, and offers purpose. As stewards of this great sport, USA Boxing strives to operate by our guiding principles - keeping members, coaches, officials, staff, and patrons safe. We developed this operations guide as a framework for our LBC communities to mitigate, comfort, and transition their constituents back to a familiar sense of normalcy. As an organization, we acknowledge the potential hardships that come with transitioning towards a post-COVID society. Just know, you are not alone. Together, we will weather this storm. For many of us, boxing is a way of life. It is not something that will just go away. Thank you for your cooperation in preserving the sport we love for generations to come.

Acknowledgements

Ensuring a safe environment for all to participate is not an individual effort. We would like to take a moment to acknowledge the parties that helped develop this guide. A big THANKYOU goes out to our fellow National Governing Bodies across the Olympic spectrum, the United States Olympic and Paralympic Committee, Pure and Clean Sports, the Centers for Disease Control and Prevention, the World Health Organization, the USA Boxing Referee & Judges Commission, the USA Boxing Physicians Commission, and our LBCs leaders for their facilitation of this manual. We could not have done any of this without you.

Lastly, we cannot overemphasize the importance of adhering to federal, state, and local guidelines when implementing the procedures outlined in this guide. If you have additional questions on these guidelines, please contact your state and county health department for more information.

The information in this document is not intended or implied to be a substitute for professional medical advice, diagnosis, or treatment. All content, including text, graphics, images and information, are provided for general informational purposes only. The knowledge and circumstances around COVID- 19 are changing constantly and, as such, USA Boxing makes no representation and assumes no responsibility for the accuracy or completeness of this information. Further, you should seek advice from medical professionals and/or public health officials if you have specific questions about your return to training and competition.



**USA BOXING PRE-EVENT CHECKLIST
For Test Event and Multi-Day
Sanctions**

LBC:	State:
Event Name:	Event Host:
Number of Competition Days:	Number of Bouts:
Competition Venue:	Venue Size & Capacity:
Appointed Health & Safety Coordinator:	

Action Items:	COMPLETED
Complete the Risk Assessment Checklist	
Create a venue diagram (required for multi-day events)	
Create Event Schedule (required for multi-day events)	
Schedule a meeting with Health and Safety Task Force and attach minutes (required for multi-day events)	
Communicate expectations for participants via email, social media, zoom, etc.	
Print Signage, including directional and informational posters	
Print necessary forms including COVID-19 Health Screening Questionnaire, and Hold Harmless Waiver	
Create list of local medical offices/hospitals, include contact information	
Designate one or more people (dependent on event/venue size) to uphold the sanitization procedures	
Order wristbands, stickers, or sharpies to identify those who have passed the health screening	
Additional Requirements for Multi-day Event:	
Create and submit venue diagram to USA Boxing National Office	
Schedule and attend a meeting with LBC	
Schedule and attend a meeting with USA Boxing National Office	

Checklist completed by (printname): _____

Signature: _____ Date: _____

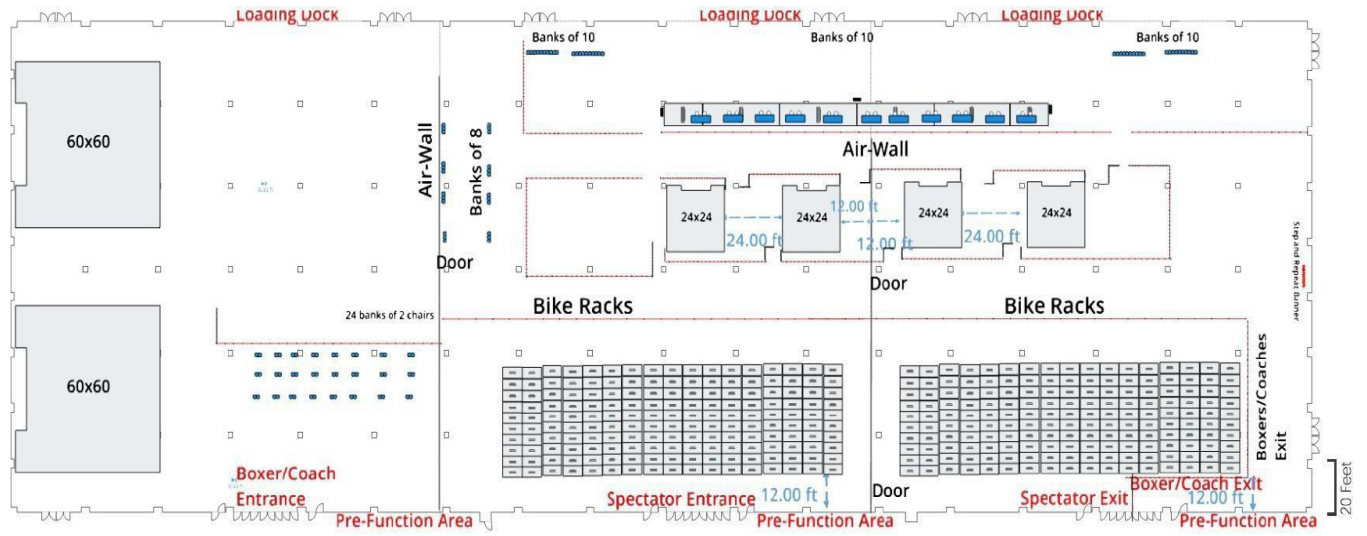
Test Event: complete and submit to USA Boxing (EFigge@usaboxing.org) 7 days before the event

Single Day Event: complete and submit to LBC 7 days before event

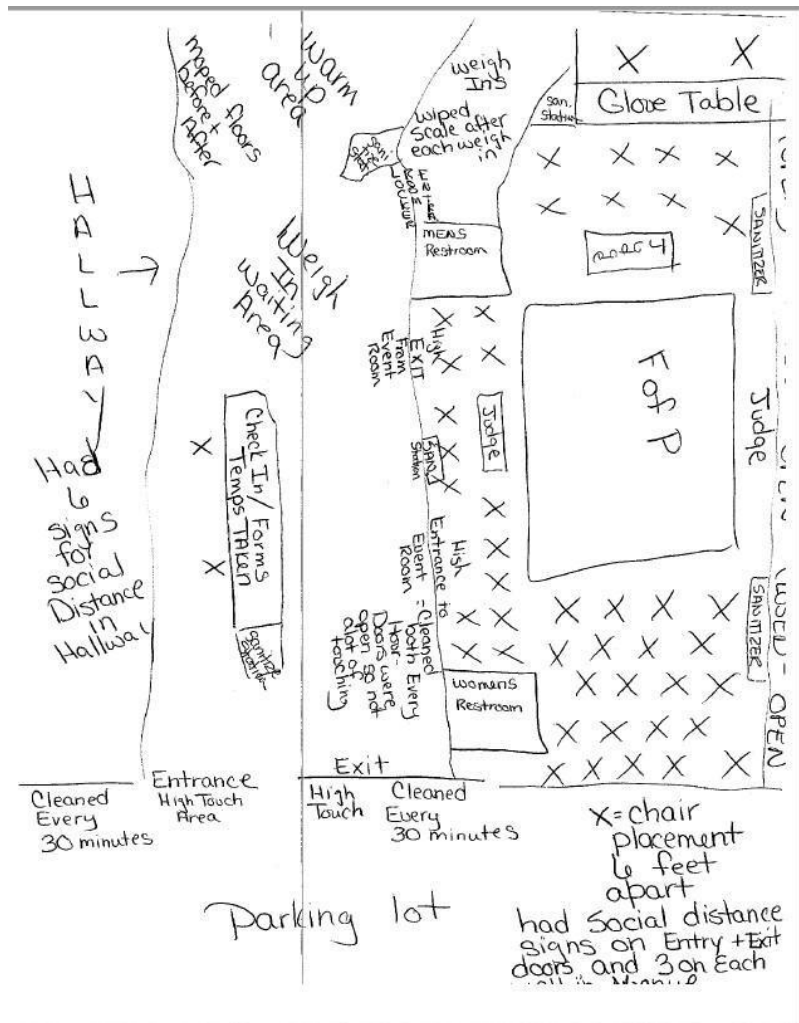
Multi-day Event: complete and submit to USA Boxing (EFigge@usaboxing.org) 10 days before the event

Venue Diagram Examples

1.



2.





USA BOXING EVENT RISK ASSESSMENT
Test Event and Multi Day

<p>The initial assessment is to be completed 14 days out from event. If score is above 8 on the scale, you must make necessary changes and/or improvements and complete a final assessment before the start of the event. Refer to</p>	<p align="center">Score Yes/Completed (0) Maybe/In Progress (1) No/Not Considered (2)</p>		
	<p align="center">Initial <small>(complete 14 days out from event)</small></p>	<p align="center">Final <small>(complete 1-2 days out from event)</small></p>	<p align="center">Notes</p>
Are event host and staff informed on the most up to date COVID-19 guidelines presented in the Back to Boxing Event Operations Guide?			
Is event host aware of local Covid-19 restrictions as provided by local health authorities?			
Has the event host requested support from local public health authorities?			
Are there designated medical facilities for managing patients with COVID-19 infection in local community?			
Does event host and Health & Safety staff understand the COVID-19 risks and transmission routes, the steps that event attendees must take to limit spread?			
Is there an established area for participants to take the health screening questionnaire at point of entry, venues maps, entry & exit routes, and on-site medical facilities?			
Is there a procedure for participants to clearly identify who to contact if unwell?			
Are there isolation rooms available on-site?			
Has communication between event organizers and participants been set up on platforms such as social media or Zoom?			
Have event participants been made aware of information regarding quarantine, self-isolation and self-monitoring?			
Has a cleaning schedule been developed to ensure the venue is clean and hygienic?			
Has an adequate amount of PPE such as (hand sanitizer, masks, gloves etc.) and cleaning products been ordered?			
Is event host prepared for health screening measures for all participants?			
Has host identified the process for all event athletes, coaches, staff, media, spectators and vendors if the organizers/medical personnel learn of suspected or confirmed cases of COVID-19 during or after event?			
Risk Assessment Score			



USA BOXING AFTER ACTION REPORT (AAR)

Date:	Submitted By:	
Sanction Number:	State/LBC:	
	Were requirements met?	Comments
Sourcing PPE: Were there adequate masks, gloves, hand sanitizer, thermometers, disinfectant/cleaning wipes, and cleaning solution?		
Event Preparation and Risk Assessment: Was a venue diagram made? Did it illustrate sanitizing stations and venue flow? Was your risk assessment score in the “low-risk” range?		
Event Communication: Were expectations made clear regarding participant responsibilities prior to and during the event? Were meetings scheduled and conducted with LBC, coaches, or National Office if required?		
Check-in: Were all the required forms available and were they all utilized? Was there a bottle neck in line? Was check-in outside? Were pens and clipboards sanitized?		
Weigh-in: Were physicals performed, social distancing adherence, regularly cleaning scales?		
Event Flow: Scheduling, warm up area, gloving table, flow between areas. Entrance and exit patterns? Was someone directing traffic and monitoring this?		
Match Making: Were bouts pre-matched? Were boxers required to register in WebPoint? Did event host submit bout sheets to COO the day before the event.		
Field of Play: Was adequate PPE supplied for event staff and officials? Was FOP eliminated of non-Participant personnel? Was there social distancing in gloving and warm-up area?		
Disinfecting Competition Ring and Boxer Safety: Cleaning schedule adherence, spit buckets, personal use items, and after bout seating. How long did it take to sanitize the ring?		
Audience and Concession Considerations: Social distancing, safe service of food, seating, exiting the venue. Were spectators required to wear a mask? Did they comply?		
EVENT OVERVIEW		
How Many Attended the Event?		
Number of Boxers		
Number of Coaches		
Number of Officials		
Number of Physicians		
Number of Spectators		
Number of Staff/Volunteers		
Number of Bouts?		

Additional questions and room for comments on reverse side.



USA BOXING AFTER ACTION REPORT (AAR)

Additional Comments:

What was the comfort level of your officials? Would they return for another event?

Was there feedback from ringside physician?

Was the venue suitable under the considerations for COVID-19 mitigation?

In what areas do you feel you could improve?

What would you do differently?

Were there any new developments or innovations such as live stream or check in?

What is next?

Test Event: complete and submit to USA Boxing (EFigge@usaboxing.org) 10daysafter the event

Single Day Event: complete and submit to LBC 10 days after event

Multi-day Event: complete and submit to USA Boxing (EFigge@usaboxing.org) 10 days after the event