

World Rowing Beach Sprint Finals

Praia da Torre – Oeiras – Portugal

23-26 September 2021



Team Manager Manual



MUNICIPIO DE OEIRAS



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1. ORGANISING COMMITTEE

CONTACTS

Secretary Contact Person: Joana Freire

Athletes Services: Sérgio Manso

Address: Doca de Santo Amaro, Portuguese Rowing Federation Building, 1350-353, Lisbon

Email: joanafreire@fpremo.pt

Email: sergiomanso@fpremo.pt

Mobile phone: +351 910 048 307

Telephone +351 213 929 840

Website: <https://oeirascoastalrowing.com/>

VENUE LOCATION

Address: Praia da Torre, Passeio Marítimo de Oeiras, 278-267 Oeiras, Portugal

<https://goo.gl/maps/e9EARmKyTqyPnJcF7>

Oeiras Marina: +351214401510

2. EMERGENCY, CONTACTS & PROTOCOL

EMERGENCY NUMBERS AND LOCATIONS

- Oeiras Police: +351214540230 <https://goo.gl/maps/5wqSxhgisy7RAzJ5A>
- Ambulance: 112
- Any Emergency: 112



NEAREST HOSPITAL

- São Francisco Xavier Hospital: Forte do Alto Duque Road, 1449-005 Lisboa
- Telephone: +351210431000
- <https://goo.gl/maps/x4sbjDFJ9EKNhVh29>

NEAREST PHARMACY

- Av. das Descobertas 59, 2780-053 Oeiras
- Telephone: 21 469 4150
- <https://goo.gl/maps/ktnxAH5prHFG5B7G8>

3. TRANSPORTS, ACCOMMODATION AND FOOD SERVICES

TRANSPORT

- a) Airport meet and greet with return airport transfers = 30 EUR per person.
 - i. From the airport, you can also choose to travel by Bus, Metro, Taxi or Uber. Also available are a variety of rental car companies at the airport.
- b) Event Shuttle Service = 10 EUR per day
 - ii. The shuttle service will operate from 30 minutes before the start time of each day at the event site, until 30 minutes after the finish time. Athletes who purchase the shuttle pass can use the bus shuttle service as many times as they wish during event days – a hop on hop off shuttle service.



Contact NIRVANA Europe to book transportation:

Brendan Duggan

Brendan@nirvanaeurope.com

+44 191 2571750

BIKE RENTAL

- The organization offers a bike rental service for 5€ per day. This service is located in the Expo Area and bikes must be rented on site.

FOOD SERVICES

- The venue is served with many restaurants and bars.
- We strongly recommend all teams to have meals at the official restaurant: B Beach, just by the beach, and you can buy meal vouchers at the registration office.
- Vouchers for meals must be booked on the googleform <https://forms.gle/nwpjxyNQrHmifNVo7> until 16:00hrs of the previous day.
- Vouchers can be purchased at the registration office and each meal costs 20€.
- The restaurant will be open for lunch from 12:00 – 15:00 hrs.
- The terrace of B Beach is reserved for the event, access will be limited and organized so as to ensure social distance.
- B Beach have all necessary sanitary measures to reduce the risk of infection.
- Meals will be served individually to participants to their table, no buffet will be available.



- The B Beach restaurant offers the following menu during the competition:

BBEACH

COMPETITION SPECIAL MENU

FOR ACCREDITED PARTICIPANTS FROM THE 20TH OF SEPTEMBER TO THE 2ND OF OCTOBER 2021

LUNCH BUFFET

The Lunch Buffet offers a meat/fish and vegetarian meal everyday.

All the different options are served with Salad (lettuce, tomato, carrot and onion) and include Desert (fruit of the season), Drink (white wine or beer or soft drink or water) and Coffee (expresso).



Days 22, 26, 30

Portuguese Style Spiritual Cod
Vegetable Farfalle

Days 23, 27, 01

Portuguese Style Duck Rice
Mushroom Tagliatelle

Days 24, 28, 02

Hake over Vegetable Spinach Bed
Peas & Pesto Pasta with Tomato

Days 25, 29

Roasted Chicken with Lemon & Butter Gravy
Vegetable Curry



ACCOMMODATION

- To secure your accommodation* and event travel services, please click [here](https://www.nirvanaeurope.com/en/booking?eventSeries=52&event=309):
<https://www.nirvanaeurope.com/en/booking?eventSeries=52&event=309>
- Alternatively, please call the Nirvana customer support team on +44 191 257 1750 or email: contactus@nirvanaeurope.com or Brendan Duggan Brendan@nirvanaeurope.com



*ACCOMODATION PRICES

NIRVANA TABLE

PAYMENT TERMS

The booking and payment policies can be found on www.oeirascoastalrowing.com

4. GENERAL INFORMATION

COMPETITORS INFORMATION AND SERVICES

Registration & Accreditation (Race Office)

- Crew members and team officials will receive their accreditation card during Registration. Team Managers will be required to bring photo identification (passport or international identification card) of all crew members to collect the accreditation cards for their crews. All competitors are required to carry their accreditation cards with them throughout the Regatta.
- Only one person per MF (ideally the Team Manager) will be allowed to enter the accreditation centre at one time. Please keep social distance when waiting outside the accreditation centre and follow the instructions by OC volunteers.
- Team Manager shall have the following documents for their entire team ready
 - MF Consent Form
 - evidence of negative PCR test for the entire team
 - Commitment Forms.
- The Team Manager shall submit these documents, pick up the accreditation badges for the entire team and confirm all their entries.



- Alternatively, entries can be confirmed online via registration@worldrowing.com
- All crews must confirm their entries by 14:00 hrs on Thursday, 23 September 2021.

Crew Changes (including withdrawals) shall be submitted electronically to registration@worldrowing.com. In case of a medical substitution or withdrawal Team Managers must first contact the World Rowing Doctor by phone and then send the crew change form to registration@worldrowing.com. The contact number for the World Rowing Doctor will be available closer to the event. .

- Race Office – Registrations & Accreditation

Piscina Oceanica, Estrada Marginal - Praia da Torre 2780-267 Oeiras

(<https://goo.gl/maps/CLeNRyJzQT7V33vi9>)

- Wednesday (22/09): 12:00 – 17:30
- Thursday (23/09): 09:00 – 14:00

Responsibility of the Team Managers

- Teams are reminded that coastal rowing is an assumed risk sport, and the crew captain shall be responsible to assess the risks and the ability of the crew to cope with the prevailing and forecast conditions. (see Appendix 22 19.3.2.a).
- Crews that feel that they are not competent or confident to train or race in the conditions, are expected to not go on the water and to inform the organising committee at the earliest opportunity of their decision.

Team Managers Meeting:

Thursday, 23 September, 15:00 hrs.

Friday, 24 September, 30 minutes after the start of the last race.



The Team Managers Meetings will be held virtually in accordance with the Covid-19 Response Plan. Further information and the link to the virtual meeting will be shared in due time.

If needed, details of further Team Managers Meetings or important information will be communicated to the teams by the WhatsApp Group below: <https://chat.whatsapp.com/IiIkAxPAfL0LiCkAfr4Qc9>



Venue and Course Opening Times

- Wednesday, 22 September: Venue opens at 10:00. Course opens at 12:00 – 17:30
- Thursday, 23 September: Venue opens at 07:00. Course opens at 08:30 – 17:00
- Friday, 24 September: Venue opens at 07:00. Course opens at 08:30 – 17:00
- Saturday, 25 September: Venue opens at 08:00. Course opens at 09:30- 17:00
- Sunday, 26 September: Venue opens at 08:00. Course opens at 09:00
- Monday, 27 September: (Reserve Day, if needed)
- The course will be officially open for training from 12:00 hrs on Wednesday 22 September 2021. Training times will be arranged on a booking basis.
- Teams will need to book onto official training slots on training days. To book a training slot, please contact the Athlete's Service:



sergiomanso@fpremo.pt . Teams shall also confirm the training slots at accreditation with the OC.

- Only teams that have already attended a Beach Orientation session will be allowed to participate in official training.
- Training sessions will last the maximum of 45 minutes. Teams are allowed to use Beach Sprints course and a specific water area (delimited with buoys)
- Training on the Beach Sprints Course will be allowed on race days until 30 minutes before the first race and 30 min after the last race.

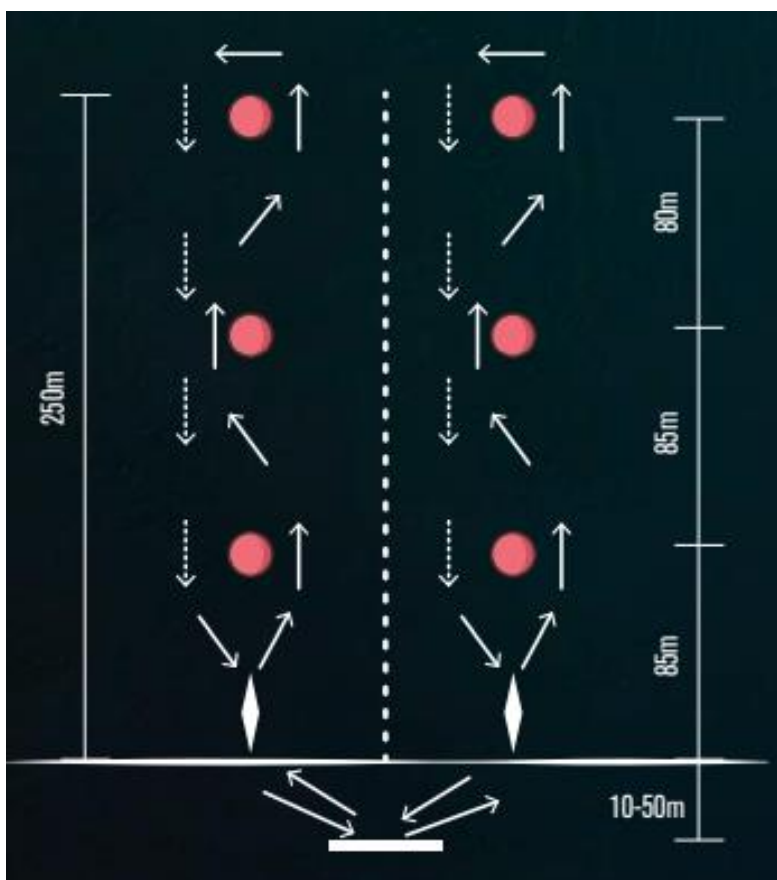
Beach Orientation

- All athletes, spares and boat handlers will need to attend a Beach Orientation before they can take part in any official training times or races. The Beach Orientation will include a swim/walk through the wave break, familiarisation of the beach features and how to call for assistance.
- Beach Orientation will happen before each team training session.
- Teams should be at the training area at least 20 minutes before the booked time.
- The OC will check at each training session if the team have attended to the Beach Orientation at least once
- Teams that have not attended the Beach Orientation will not be allowed to participate in training or racing.



Competition Race Format

The competition will run in accordance with the FISA Rules of Racing, and specific departures related to the Beach Sprint format. (*Appendix 22 – Coastal Rowing Competition Regulations and Appendix 23 -- Beach Rowing Sprints Regulations*).





Programme WRBSF

Day	Activity	Location
Wednesday, 22 September	Registration 12:00 – 17:00	Marina de Oeiras
	Training sessions 12:00 – 17:30	Praia da Torre
Thursday 23 September	Registration 09:00 – 14:00	Marina de Oeiras
	Training sessions 09:00 – 17:00	Praia da Torre
	Team Managers 15:00	Marina de Oeiras
Friday, 24 September	Competition day 09:00 – 17:30	Praia da Torre
Saturday, 25 September	Competition day 10:00 – 17:30	Praia da Torre
Sunday, 26 September	Competition day 10:00 – 18:00	Praia da Torre
Monday, 27 September	Reserve day	

Schedule

- Racing schedule can be found here: <https://worldrowing.com/event/2021-world-rowing-beach-sprint-finals>
- Teams are reminded that athletes doubling up between events do so at their own risk.

Security

- During competition times, athletes can leave their bags in lockers located in the changing rooms of the “Piscina Oceânica”, next to the accreditation area.



Weather

- During the week of the event, the following weather conditions are expected:

17°- 20°C Average air temperature

18°C Water temperature

80% - 90% Average humidity

2.5m/s - 4.5m/s Average wind speed SE and NE Typical wind direction for October

07:30 hrs Sunrise 19:30 hrs Sunset

For tidal Information, choose Lisbon Port www.hidrografico.pt/m.mare

5. TEAM FACILITIES AND SERVICES

BOATS AND EQUIPMENT

Boats

- The Official Pool Boat Supplier for the 2021 WRBSF will be Filippi Boat. The Organizing Committee (OC) will provide Pool boats during training and competition.
- Teams are required to supply their own oars. Teams that need to rent oars should contact the listed suppliers
- The pool boats will have standard rigging which cannot be changed. Teams are advised to use the measurements on their private oars to allow for personal preferences in gearing and angles. Personal seat pads and booties may be used.
- The pool boats will be set at 5 degree of pitch, 0.5 - 1 degree of lateral and 158 span, with maximum height set.



- All boats will be disinfected in the boat park prior to any use and disinfected immediately after each race. This procedure will be ensured by our volunteers, but all athletes are recommended to pay special attention to their oars between uses.

Boat Weighing

- All boats will be weighed prior to the event. A sticker system will be applied to show if boats are weighed.

Oars

- The OC encourages crews to bring their own blades with their respective club or country colours on. Official oars suppliers and rental fees:
 - Braca Oars:
 - 60€ per regatta (includes training days)
 - 100€ Damage Deposit
 - For more info contact martinas@braca-sport.com (+37 065025341).

Coxswains Weighing

- Coxswains shall be weighed, wearing only their racing uniform on official scales not less than one hour and not more than two hours before the first race in each event in which they are competing on each day of the competition.

Warm up area

- Ergometers for warming up will be provided – see the map of the venue. These will be positioned 3 m apart to ensure safe distance between athletes. Please do not move the ergometers. Each athlete must disinfect the equipment before and after use.



Launching

- For training: Athletes must wear their mask until just before they enter the boat and just after they exit the boat. Boat handlers and coaches must wear their masks at all times.
- For racing: Athletes must wear their mask until they get ready for their race at the start line. Boat handlers must always wear their masks.

Changing rooms and Showers

- Athletes are required to use the Piscina Oceanica changing rooms
- Showers will be closed and not available for use except in exceptional cases authorised by the OC Covid Officer, for example for teams going to the airport straight after racing.

World Rowing and OC Offices

- World Rowing and the OC are located in Piscina Oceânica
<https://goo.gl/maps/CLeNRyJzQT7V33vi9>

Doping Control

- The Doping Control Centre is located in Oeiras Marina
<https://goo.gl/maps/L1KdQSdi5QrPTzq98>

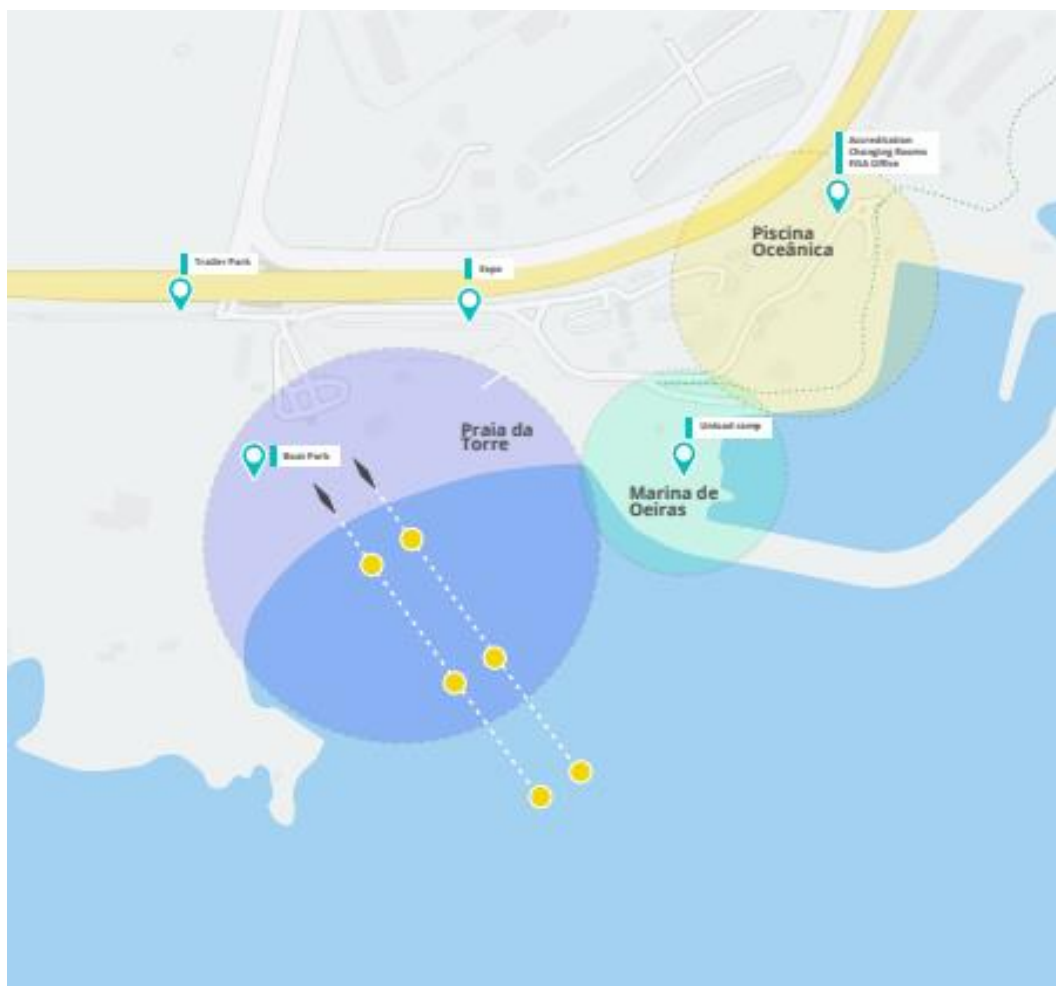
Internet and Wifi

- The OC provides open Wifi at the venue (this includes beach, piscina Oceânica and Oeiras Marina). The access is free with no need for password. The wifi network is "Oeiras Coastal"



6. COMPETITION VENUE INFORMATION

COMPETITION VENUE MAP



ENVIRONMENT

- The importance of the sea for Portugal is different than any other country. Our sea has history, connects us to the rest of the world and it is the basis of our country's livelihood. Oeiras is proudly hosting the World Rowing Beach Sprint Finals and World Rowing Coastal Championships in 2021, an honour we regard with great enthusiasm and respect.



- The Rowing Portuguese Federation challenges itself every year to reduce their carbon footprint by respecting its natural environment and marine life in all its events. For the WRBSF and WRCC, our goal is even greater: we aim to organise the greenest event in the Federation's history.
- For that to become a reality, we need the support of all participants to follow our GREEN RULES:
 - *Don't use disposable bottles.* Get a reusable bottle at the ANF/WWF tent and fill it in on our free water dispenser available onsite.
 - *No waste behind.* Please take your rubbish with you when you leave the venue and recycle it whenever possible.
 - Zero emissions (whenever possible). If your local accommodation is not far, choose a bicycle or an electric scooter to reach Praia da Torre. There are many rental and sharing apps available, so you can choose the most suitable for your needs.
 - *Go digital and paper free.* The information about the event hosted by the Organizing Committee (OC) will not be printed on paper. All the brochures, event information and championship results will be available online and you can consult these at the Info Point tent or at the Accreditation Office.



7. UNIFORM

- According to the FISA regulations, each team member/crew must display on their racing suit the 3-letter country code and their family name, following the format below:

Racing Shirt	Font	Height	Width	Case	Example
Front: family name (short)	Arial	50mm	120-150mm	Uppercase	BATTEN
Front: family name (long)	Arial	50mm	150mm	Lowercase	Batten-Ball
Front: country code	Arial	50mm	60-100mm	Uppercase	GBR
Back: country code	Arial	100mm	150mm	Uppercase	GBR

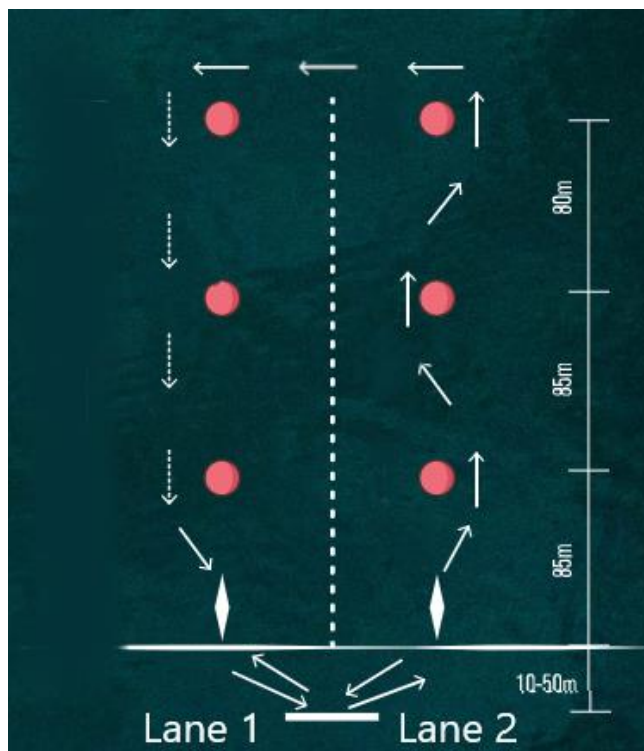
- The boat handlers shall wear matched uniforms in a colour that is different from the crew. World Rowing may also issue the boat handlers with bibs to wear (See Appendix 23 12.1.1)

Traffic Rules

- Teams are allowed to use the official course to training using lane 2 (right lane) in slalom and lane 1 (left lane) in a straight line to the beach. (Image below)
- Teams are not allowed to row between lane 1 and 2.
- Two safety buoys (Big Yellow buoys) will be marking the safety area for training on water and this buoys are aprox 50m far from the Beach Sprint course.



- Teams are not allowed to go beyond the Safety Buoys.



8. OFFICIAL CEREMONIES

VICTORY CEREMONY

- Victory ceremonies will take place at the end of racing on both Saturday 25 September and Sunday 26 September, on the beach. Athletes must wear racing uniforms for the Victory Ceremony
 - Saturday Ceremonies: CJM1x; CJW1x; CMix4x+; CMix2x
 - Sunday Ceremonies: CJM2x; CJW2x; CJMix2x; CM1x; CW1x.
- Victory ceremonies will be performed with no contact.



- Athletes shall take medals from the trays themselves.
- No contact is allowed with other crews, i.e. No hugs, handshakes, or high fives with other rowers.
- Social distancing must be maintained.

9. SPONSORS AND PARTNERS

The Organising Committee would like to extend our sincere appreciation to the many local sponsors and partners who are supporting this event, especially during these difficult times due to COVID-19.

10. COVID-19

- World Rowing and the 2021 WRBSF OC are monitoring the Covid-19 pandemic and the current situation carefully. We advise you to regularly check <http://www.worldrowing.com/events/2021-world-rowing-beach-sprints-finals/event-information> and oeirascoastalrowing.com for any updates. For specific questions, please don't hesitate to contact the OC.
- To check the daily situation in Portugal you can also visit the website <https://covid19.min-saude.pt/ponto-de-situacao-atual-em-portugal/>
- Everyone involved in this event should be aware of the COVID-19 Response Plan in order to minimize risk to the event from Covid. This plan can be found at https://worldrowing.com/wp-content/uploads/2020/07/2021-WRBSF-Oeiras-OC-Covid-Plan_V2_09082021.pdf



- Given the overall situation and the regulatory conditions which may occur during in the coming month, the Protocol may be revised and adapted at any changes.

COVID-19 Basic Rules

- **IMPORTANT:** The Regatta Venue will be closed to the public. Access will be permitted only to accredited participants and those working with the Organising Committee.
- Any person showing a temperature of 37.5°C or higher or any suspected symptoms or concerns within their teams must immediately avoid any close contact with others and report the situation by WhatsApp message to the OC Covid Officer (+351916162746).
- The PRE-EVENT HEALTH QUESTIONNAIRE must be submitted (one for every participant) to sergiomanso@fpremo.pt by 20 September 2021.
- The Member Federation CONSENT FORM must be submitted on arrival at the accreditation centre before entering Venue.

All individuals participating in both the WRBSF and the WRCC must present two PCR negative test results in Oeiras:

1. First negative PCR test: For accessing the Oeiras venue for accreditation (taken within 72 before accessing the Regatta Venue).
2. Second negative PCR test: Taken between the WRBSF and the WRCC. The OC will offer on-site testing facilities on Monday, 27 September 2021. The costs of the tests (100 EUR per PCR test) are to be covered by the teams or the individuals and booking can be made by filling out the [Covid Booking document](#) and sending it to sergiomanso@fpremo.pt. In case you do not take this test with the on-site testing facilities provided by the OC, please email a one-page summary of the negative PCR tests of your entire team to sergiomanso@sapo.pt until Tuesday, 28



September, 09:00hrs. The summary shall include the following information:

- Full name and birth of tested person
- Date and time the sample was taken

Return to Home COVID Testing

- If you need a negative Covid-19 test result to travel back to your country near the end of the regatta, you will be able to take this test directly at the venue. The costs of the tests are to be covered by the teams or the individuals. This testing can be booked directly with the OC made by filling out the Covid Booking document and sending it to sergiomasergiomanso@fpremo.pt. Please check your testing requirement for travelling from Portugal to your home country.

Local Measures

- Please check the current Portuguese measures.
- Restaurants: The presentation of a COVID Digital Certificate, or a negative Covid test, is now obligatory for the purpose of serving meals inside restaurant establishments on
- Fridays from 19:00hrs, Saturdays, Sundays and holidays. This does not apply for eating outside.
- Face masks: The use of face masks is mandatory in public transport, stores and supermarkets, and in all other indoor public spaces. It is also mandatory in outdoor spaces and workplaces where it is not possible to keep 2 meters distance and when people are not from the same household.
- Hotels: Check-in or access to hotel and local accommodation facilities requires the EU Digital COVID certificate or a negative test.



OC Covid Officer:

- Email: sergiomanso@fpremo.pt
- Phone number: 00351916162746

- The OC will organise frequent sanitation of the areas.
The main actions that must be taken to ensure that sport events are carried out safely in accordance with the local authorities, World Rowing and the OC are the following:
 - All participants at an event, including athletes, team officials, World Rowing officials, OC workforce, service providers, etc. must wear a medical face mask (e.g. FFP2 / N95) at all times over their mouth and nose when they are not in their hotel room. This includes while at the hotel, on transport to and from the venue and airport, and at the venue.
 - The use of face shields is allowed *in addition* to appropriate masks, but *not in substitution* of such masks.
 - A face mask can be removed:
 - When eating or drinking
 - When an athlete is sitting on a warm up or cool down machine, such as an ergometer or static bike
 - When an athlete is sitting in a rowing boat
 - The use of a mask alone is not sufficient to provide an adequate level of protection against COVID-19; the wearing of a mask does not replace the need for distancing
 - Even when wearing a mask, a minimum of 1.5 m distance from all other people should be maintained whenever possible.
 - Wash your hands frequently, if not possible use hand sanitizer
 - Avoid touching eyes, nose and mouth
 - Avoid hugs and handshakes



- Avoid gatherings as much as possible
- Disinfect all personal equipment and equipment provided by the OC
- Do not share personal items

The Oeiras OC Covid-19 Response Plan is available on the event website

https://oeirascoastalrowing.com/wp-content/uploads/2021/08/2021-WRBSF-Oeiras-OC-Covid-Plan_V2_09082021.pdf

For any questions, please contact sergiomanso@fpremo.pt. For specific guidance on travel restrictions or VISA issues, teams are advised to contact felisbelafonseca@fpremo.pt