

Government of Meghalaya

Sports & Youth Affairs Department

No: SYA.91/2020/9

Dated: Shillong the 7th of December 2020

SOP for Resumption of Billiards, Snooker & Table Tennis in Meghalaya through Sports Clubs and Associations*

Whereas, the Sports & Youth Affairs Department, Government of Meghalaya had earlier notified the SOP for Non-Contact and Indirect-Contact Sporting Activities vide No. SYA.91/2020/1 dated Shillong, the 16th June 2020;

Whereas, the Sports & Youth Affairs Department is conscious of the impact COVID-19 has had on the sports ecosystem in the State , and therefore understands that it is crucial to draw up a detailed Standard Operating Procedure (SOP) for resumption of Billiards, Snooker and Table Tennis through various Sports Clubs and Associations in the State that reassures all stakeholders involved;

Now, therefore, to ensure that all the key stakeholders of the sports fraternity in the State follow all the health and safety protocols to prevent the spread of COVID-19, the following protocol is hereby notified in continuation to the SOP for the resumption of Non-Contact and Indirect-Contact Sports Activities:

I. General Principles

- a. This SOP for resumption of Billiards, Snooker and Table Tennis through various Sports clubs and Associations in the State shall be in accordance to the Order of the MHA Order No 40-3/2020-DM-I(A) dated 25th November 2020, the general framework and protocols as stipulated in the SOP for Non-Contact and Indirect-Contact Sporting Activities vide order No. SYA.91/2020/1 dated Shillong, the 16th June 2020, and the State Health Department's protocols and guidelines on health, social distancing and hygiene. Reference has also been taken from the Guidelines issued by the International Snooker & Billiards Federation, the International Table Tennis Federation and the Table Tennis Federation of India
- b. This SOP shall be applicable to all venues and infrastructure of Sports Clubs and Associations located outside of a designated COVID-19 containment zone in the State .
- c. This SOP is intended for Sports Clubs and Associations that wish to resume Billiards, Snooker and Table Tennis training, competitions and for recreational purposes for participants strictly over the age of 12 years. Sports Clubs and Associations that wish to conduct competitions should submit an undertaking to the respective Deputy Commissioner of the district confirming the adherence to the SOP detailed herein and obtain prior permission from the respective Deputy Commissioner.
- d. At all times the Sports Clubs and Associations must respond to the directives of the Health Department and other authorities.
- e. The detection of a positive COVID-19 case in a Sporting Club or Association will result in a standard public health response, which could include testing and Isolation of the individuals as per the protocols of the Health and Family Welfare Department.
- f. Spectators/Visitors shall not be permitted at the training/competition venues

** The broad classification of sports clubs and associations are inclusive of the gamut of bodies/organisations/entities involved in the structured provision of sports and physical activities for sports persons and the wider community as a whole*

II. Guidance for Stakeholders for Billiards & Snooker

Stakeholders	Guidance & Responsibilities
Venue Owners and Management & Clubs and Associations	<ul style="list-style-type: none"> a. Appointment of a Covid-19 Compliance Officer who will monitor the compliance of the SOPs and the protocols. The officer shall liaise with the sports clubs and associations, Venue Management and the Players to ensure compliance of the set-out protocols before and after each session. b. In line with current Health Department guidelines and protocols, all participants (Players, coaches, club etc.) should be checked for symptoms of Covid-19. Any temperature above 38 Degrees Celsius should not be permitted to participate in event and should be reported immediately to the Covid-19 Officer for further investigation. c. Ensure thorough Cleaning of the venue on a daily basis, all indoor areas such as entrance lobbies, corridors and staircases, escalators, elevators, security guard booths, office rooms, meeting rooms, cafeteria should be mopped before, during and after the match with a disinfectant with 1% sodium hypochlorite or phenolic disinfectants, for metallic surfaces like door handles, security locks, keys etc, 70% alcohol can be used to wipe down surfaces. d. Display of Posters/standees on preventive measures against COVID-19 at prominent places at the venue along with State helpline numbers and also numbers of local health authorities at reception e. Deployment of sufficient housekeeping staff with the adequate sanitation and disinfectants in common areas and toilets. Staff and Management to wear sanitary gloves and masks at all times f. Snooker balls and boxes/trays must be cleaned and wiped after every session. g. Access to hand sanitiser must be provided at all tables, entrances and toilets. h. Staff should wear face masks and gloves. i. Table and equipment must be cleaned between sessions, with special attention to touch points', such as table edges, scoreboards, triangle. j. Allocate a 'rest' for each player to avoid sharing of equipment k. Cues belonging to the Venue Management must be allocated by staff and these must be cleaned after every session. l. Up to a maximum of four players to be permitted per table m. Tables should be booked in advance. n. Venue Management must implement staggered start/finish times for bookings to avoid any overlap with players and allow time to clean the area. o. Venue entry will be controlled/monitored by staff, where applicable. Social distancing measures should be in place to control any queues, Limit contact/interactions, e.g. one-way systems in buildings and keeping doors open. p. Tables being used must be placed at least one table distance apart from each other q. Venue Management staff to monitor toilet usage to mitigate too many players being in the same area. r. Wherever possible, snooker balls and equipment should be brought to the booked table by a member of the venue management staff s. A limited choice of food and drink should be available for table service from a safe distance. t. All payments will be contactless or online, wherever possible.
Players	<ul style="list-style-type: none"> a. Players should bring along their own cues and equipment. No sharing of sports equipment, towels, water bottles etc. b. Players must not enter the venue if they are symptomatic or living with someone who has a possible confirmed case of COVID 19. c. Players should wash their hands with soap and water for at least 20 seconds before leaving home and sanitise their hands before and after play. d. Players must wear face coverings upon entry to the premises. Once at a designated snooker table or bar table this face covering may be removed, at the players' discretion, to eat, drink or participate in snooker or billiards. Face coverings must be put on again whenever leaving the designated area. e. Avoid unnecessary touching of the table, such as leaning on the table edges. f. No shaking hands before or after play. g. Players should use their own chalk and cue towel, and not leave these on the side of the table. h. Pack up and leave the table before the end of the booking to avoid overlap with the next players. i. Players must always remain at least two metres apart from others, sticking to opposing sides of the table where possible. j. Avoid congregating around the table before or after play to allow access for others. k. Avoid sharing 'touch points', such as triangles and scoreboards. l. Maintain proper personal and respiratory hygiene m. Covering of mouth and nose with bent elbow or tissue when coughing or sneezing.

III. Guidance for Stakeholders for Table Tennis

Stakeholders	Guidance & Responsibilities
<p style="text-align: center;">Venue Owners and Management & Clubs and Associations</p>	<ol style="list-style-type: none"> a. Appointment of a Covid-19 Compliance Officer who will monitor the compliance of the SOPs and the protocols. The officer shall liaise with the sports clubs and associations, Venue Management and the Players to ensure compliance of the set-out protocols before and after each session. b. In line with current Health Department guidelines and protocols, all participants (Players, coaches, club etc.) should be checked for symptoms of Covid-19. Any temperature above 38 Degrees Celsius should not be permitted to participate in event and should be reported immediately to the Covid-19 Officer for further investigation. c. Ensure thorough Cleaning of the venue on a daily basis, all indoor areas such as entrance lobbies, corridors and staircases, escalators, elevators, security guard booths, office rooms, meeting rooms, cafeteria should be mopped before during and after the match with a disinfectant with 1% sodium hypochlorite or phenolic disinfectants, for metallic surfaces like door handles, security locks, keys etc. 70% alcohol can be used to wipe down surfaces. d. Deployment of sufficient housekeeping staff with the adequate sanitation and disinfectants in common areas and toilets. Staff and Management to wear sanitary gloves and masks at all times e. Venue Management/Owners/Clubs/Association staff should wear face masks and gloves. f. Display of Posters/standees on preventive measures against COVID-19 at prominent places at the venue along with State helpline numbers and also numbers of local health authorities at reception g. Access to hand sanitiser must be provided at all tables, entrances and toilets. h. Venue Management must implement staggered start/finish times for bookings to avoid any overlap with players and allow time to clean the area. i. Venue entry will be controlled/monitored by staff, where applicable. Social distancing measures should be in place to control any queues, Limit contact/interactions, e.g. one-way systems in buildings and keeping doors open. j. Venue Management staff to monitor toilet usage to mitigate too many players being in the same area. k. Doubles Training and Competitions are not permitted l. Continue to disinfectant the equipment before and after the sessions. Balls to be cleansed after every match. m. Adopt multi-ball training; Ensure only coach touches the ball, secure the field of play so that the balls do not mix with other balls n. The field of play should have an area of at least 5/12 meters surrounded by the barriers. It is also recommended to keep at least 2 meters space between the courts, and a maximum of 2 persons are allowed per court. Coaches in the facility should remain outside the bordered court. For training facilities without barriers, organizers may improvise division between tables. o. Coaches must maintain required physical distance from participants during practice & follow guidelines of local authorities p. Eliminate sharing equipment and observe the following steps: <ul style="list-style-type: none"> • No sharing of racquets. Racquets are a part of Player's Personal Equipment. • Balls should only be touched by 1 person at the same table. Due to this, balls should be clearly marked so that each player serves with his/her designated ball. • No switching of table sides. • No touching or cleaning of table with the hand during practice. • Every athlete to use their own hygiene product. • Leave at least a 10-minute window for changeover between different training groups to ensure a contact free switch.
<p style="text-align: center;">Players</p>	<ol style="list-style-type: none"> a. All participants to bring their own bottles and snacks. Physical distance to be maintained during the short breaks. b. Participants must not enter the venue if they are symptomatic or living with someone who has a possible confirmed case of COVID 19. c. Participants should wash their hands with soap and water for at least 20 seconds before leaving home and sanitise their hands before and after play. d. Participants must wear face coverings upon entry to the premises. e. No shaking hands before or after play. f. Where possible, participants should avoid public transport on the way to training venue and back home. g. Maintain proper personal and respiratory hygiene h. Covering of mouth and nose with bent elbow or tissue when coughing or sneezing.

**Commissioner & Secretary to the Government of Meghalaya
Sports & Youth Affairs Department**

Memo No: SYA.91/2020/9(A)

Dated: Shillong the 7th December 2020

Copy to:

1. P.S. to Minister I/c Sports & Youth Affairs for Information of Minister.
2. P.S to Chief Secretary, to the Govt. of Meghalaya, for information of Chief Secretary.
3. P.A to Commissioner & Secretary to the Govt. of Meghalaya, Sports & Youth Affairs, Department for Information.
4. The Deputy Commissioner, East Khasi Hills District, West Khasi Hills District, South West Khasi Hills District, Ri-Bhoi District, West Jaintia District, East Jaintia Hills District, West Garo Hills District, East Garo Hills District, South Garo Hills District, North Garo Hills District, South West Garo Hills District for information and Necessary action with a request to circulate the all Meghalaya Sports Clubs and Associations.
5. The Chief Engineer, State Sports Council Meghalaya for information and Necessary Action.

By Order Etc.

**Joint Secretary to the Government of Meghalaya
Sports & Youth Affairs Department**