

“RETURN TO FOOTBALL” ADVISORY PROTOCOL



TFF

Türkiye Futbol Federasyonu

This is an advisory protocol prepared by Turkish Football Federation Medical Committee, Acıbadem Sports and T.C Ministry of Health / Provincial Health Directorate with regards to the possibility of resuming TFF 2019-2020 season during COVID-19 pandemic

IT SHOULD BE NOTED THAT THIS PROTOCOL IS PREPARED ON THE PROBABILITY OF RESUMING THE REMAINING GAMES. MOST IMPORTANT RESPONSIBILITY IS “INDIVIDUAL RESPONSIBILITY”. IN THIS PROTOCOL, BOTH INTRASTRUCTURAL AND INDIVIDUAL PRECAUTIONS THAT SHALL BE TAKEN ARE PRESENTED AS A “RECOMMENDATION”. EACH CLUB SHALL MONITOR THEMSELVES, STAY IN TOUCH AND BE IN CONSTANT COMMUNICATION WITH THE FEDERATION AND GOVERNMENT AGENCIES.



TFF

Türkiye Futbol Federasyonu

Turkish Football Federation

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MAIN SECTIONS



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Note: The sections of the protocol will be shared continually with clubs and public as the process gets updated with Turkish Ministry of Health, Scientific Comitee, World Health Organization, FIFA and UEFA announcements.

“Return to Football” Preparation Period covers the period from the day the leagues are postponed to the day of the first friendly or official match to be played.

Preparation Period consists of 3 phases;

PHASE 1: Training Preparation – Isolation

PHASE 2: Individual & Group Trainings

PHASE 3: Team Trainings

Through all those phases, COVID-19 management will handle Players, Coaching Staff, Support Team and Club Personnel separately.

Primary Goal of the Preparation Period are stated as per the following;

1. Provision of a disinfected (training, game and working) environment for everyone.
2. Taking players to optimum fitness & health level until the Competition Period without getting infected.
3. Proper maintenance of the psychosocial management for players, employees and families.
4. Protection of players and employees' families.
5. Achievement of all these matters without disrupting the well-managed pandemic period in the country.

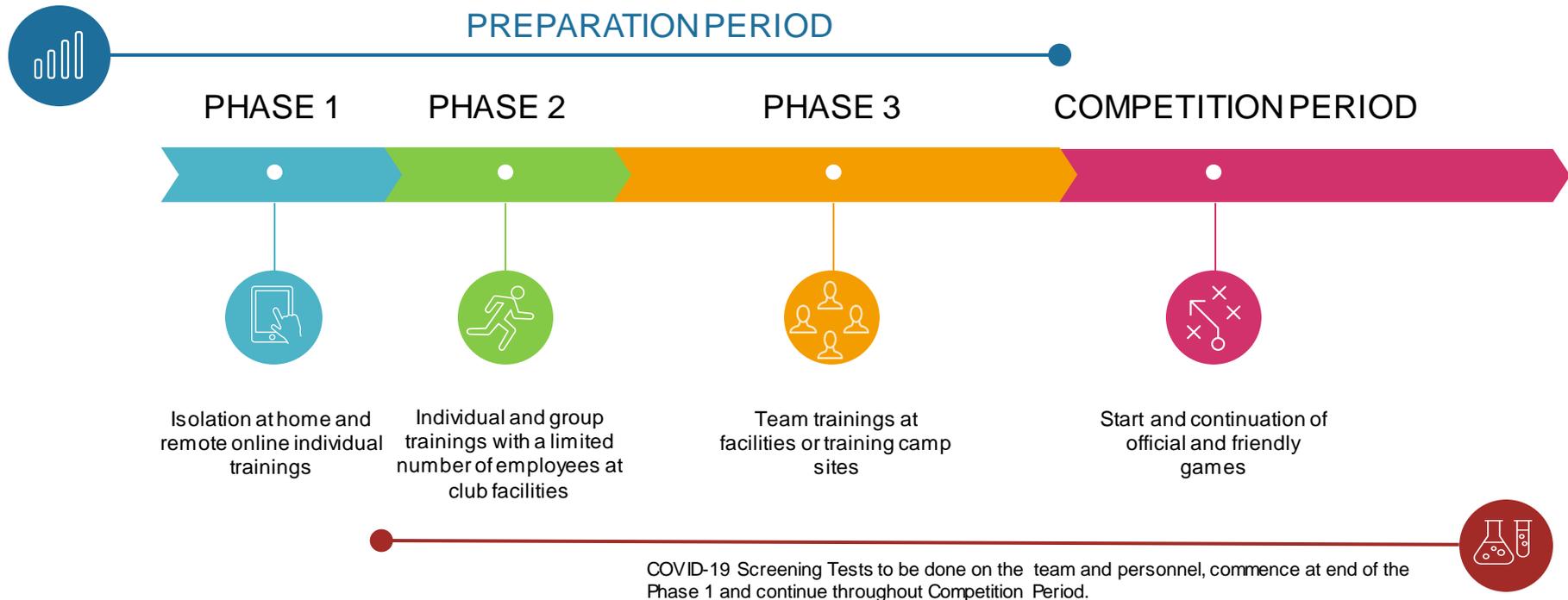
Note: It is essential to create a digital brochure which contains information regarding all these phases, for distribution to players, groups and club personnel via an online platform. Furthermore, informative posters prepared by Ministry of Health shall be placed inside the facilities.

1.1 Timeline

1

GENERAL PRINCIPLES

“Return to Football” Preparation Period covers the period from the day the leagues were postponed to the day of the first friendly or official match to be played. Timeline showing the estimated duration of Preparation and Competition Periods and implementation time of COVID-19 screening tests are stated as below.



All teams shall determine an authorized person who will be responsible for maintaining regular communications with the federation, UEFA and government agencies (ministries, laboratories etc.). Such individuals shall be selected among those who will not be in close contact with players and other personnel. Executive Director or CEO shall be positioned for these tasks. Executive Director will be responsible for continuous monitoring of recent news and situation received from aforementioned institutions, obtaining confirmation via communicating with if necessary, ensuring compliance by the club in accordance with the protocol and reporting to related institutions.

All teams shall determine one main and one alternate authorized official who will be in close contact with coaching staff and support team. Administrative Manager shall be positioned for these tasks. Duties of Administrative Manager will be maintaining the communication and coordination inside the club, ensuring club's compliance to the protocol and reporting to Executive Director.

Team Doctor or Medical Department Officer takes one of the most important tasks in this process. Apart from his main duties like symptom follow-up and screening tests management, the Team Doctor is kept in constant contact with the Administrative Manager, keeping everyone informed, educated and besides ensuring compliance with the protocols determined in this context, and ensure that "Suspicious Case" organizations run smoothly. Team doctor must also hold regular meetings with Federation Medical Committee and ensure the flow of information.

All departments shall designate one authorized individual who will be responsible for communication with other departments, the Facility Manager and the superiors. These individuals will also be responsible to ensure their department's compliance to the protocol. Facility Manager is the person who will be the main responsible for cleaning and hygiene of the facilities, camp facilities and vehicles used in transportation of the team, and also maintaining the proper control of the process through constant communications with cleaning personnel and reporting to Executive Director .

Additionally, it will be beneficial to appoint two separate authorized individuals who will facilitate communication with families of players and personnel if necessary. Especially, it is more convenient to include Translators or Administrative Manager Assistants to this position who will assist in communication with families for clubs employing foreign players in their squad. Duties of this individuals will be handling the communication between players and personnel families in case there is a lack of communication under a potential bad case scenario* in order to implement the actions of club properly, relieving families' worries and concerns, responding to the information requests and reporting to Administrative Manager.

Administrative Manager and Executive Director shall stay in constant communication via a separate online platform.

Team Doctor and Administrative Manager shall stay in constant communication via a common online platform.

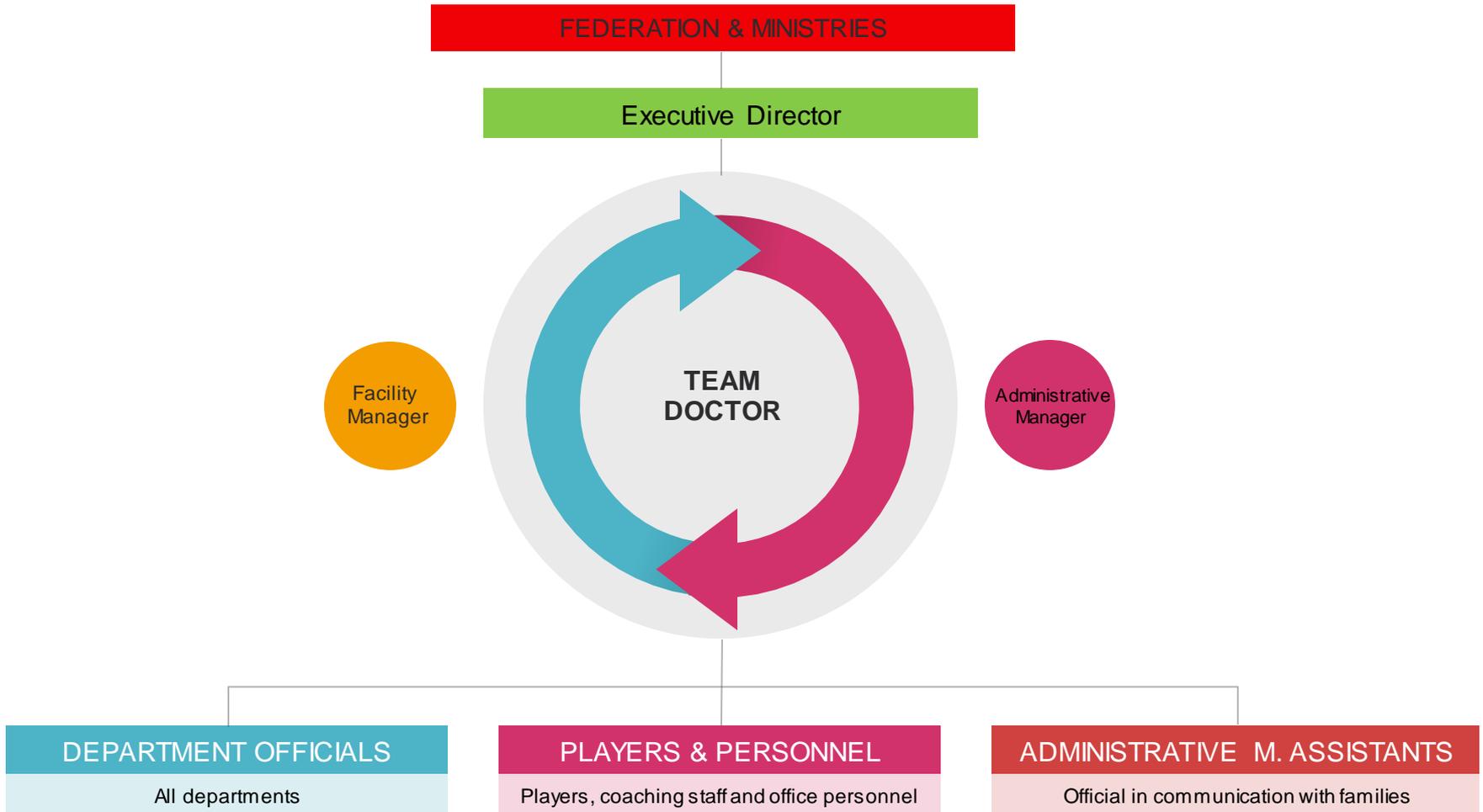
Facility Manager and Executive Director shall stay in constant communication via a separate online platform.

Administrative Manager Assistants and Administrative Manager shall stay in constant communication via a separate online platform.

Team Doctor shall stay in constant (weekly) communication with Federation Medical Committee.

NOTE: If available, it will be better to establish members of Administrative Manager, Team Doctor and Facility Manager among individuals immune to COVID-19. Identification of immune (individuals who recovered from COVID-19 successfully upon diagnosed) individuals is possible through specific laboratory tests. This part will be explained in Chapter 1.6 Screening Test Management. If there are individuals who match the risk group criteria as specified by MoH among the facility personnel, it is recommended that these people shall be placed on leave during the entire pandemic period.

* For COVID-19 case scenarios, emergency codes shall be created and all groups shall be informed regarding those codes. These scenarios will be explained in detail in chapter 3.



Facility Management generally refers to the process of provision of a healthy, decontaminated and secure environment to players, teams and club personnel. Facility Managers are responsible for this process. In order to manage the process properly, it shall be coordinated with Facility Manager together and regular reports shall be sent to Executive Director . Security and cleaning organizations shall be designed and implemented by considering the social distancing and hygiene rules in a way that does not disrupt the business continuity of club personnel and support teams and adversely affect the training processes. All departments shall be briefed prior to implementation of any organization. All cleaning personnel shall be checked on compliance to rules on mask, gloves and social distancing. Gloves must be replaced after each contact and cleaning process with proper disinfection rules.

Besides, each department shall be responsible for the cleaning of respective areas. Department Officials are responsible for alerting and control of its own department personnel on this matter. Professional disinfection activities shall be managed in cooperation with Department Officials and Administrative Manager under the coordination of Facility Manager .

The Facility Management process will be detailed under the following item.

1. Security
2. Dressing Rooms
3. Training Field
4. Fitness Center
5. Medical Areas
6. Equipment Rooms
7. Kitchen & Restaurants
8. Office Areas
9. Common Areas
10. Accommodation Areas

Facility Manager or Executive are responsible for the safety of the facility during the Preparation and Competition Period. The main intent of such responsibility is controlling of entry/exit of suspicious cases or equipment that may be contaminated and minimizing the infection risk of security personnel. Suggestions and incumbents regarding this process are listed as below.

1. Maintaining maximum security with limited personnel.
2. Ensuring entire personnel working with masks and proper hygiene rules. *
3. Tracking the daily activities and organization information of player, coaching staff and personnel by name.
4. Disallowing of any person other than the ones on the list inside the facility.
5. Prevention of entry of any person or equipment other than previously conveyed by Executive Director , Administrative Manager and Facility Manager.
6. Setting up of an isolated waiting area / hall at the facility entrance.
7. Organizing the hall in line with social distancing rules.
8. Non-admittance of anyone else inside the facility without masks (Including player, team and personnel).
9. Ensuring everyone using hand disinfectants before entrance to the facility.
10. Preservation of social distancing at security desk and other areas.
11. Placement of hand disinfectants on security desk and facility entrance.
12. When deemed necessary, measurement of body temperature and questioning the symptoms of people who are allowed to entrance into facility under the coordination of Team Doctor and reporting to the relevant authority.

* Gloves can be used during surface or equipment contact. But all gloves must be replaced after each usage. Gloves must be disinfected with the hand disinfectants before removing and put into Medical Waste bins inside the facility. This proper technique will be valid for everyone.

Hygiene and cleaning of Dressing Rooms which is the most critical contamination place during Facility Management process will be under the responsibility of Facility Manager. Similarly, Equipment Department member that has access to the dressing rooms, will share responsibility in this role. These two groups shall always be in constant communication and will minimize the contamination risk of players inside the Dressing Room. Suggestions and incumbents regarding this process are stated as below.

1. Cleaning and air conditioning of dressing rooms after each use (even there is a single person).
2. Banning the entrance to dressing room without mask.
3. Equipment Department and Cleaning personnel are also offered to use gloves (with proper technique explained before) while entering the rooms.
4. Reducing the number of equipment that may carry contamination risk inside the dressing room.
5. Daily cleaning of materials inside the dressing room that are not used regularly but had contact.
6. Revision of the seating arrangement inside the dressing room to be at least 2 meters in between.
7. Increasing the number of dressing room, if possible.
8. Allowing changing of 3 players maximum at the same time inside each dressing room.
9. Adjustment and listing of dressing periods according to the item above.
10. Providing advance notice to players regarding adjustment and order according to item above.
11. Taking dirty materials in separate single use bags for each player for washing.
12. Putting clean and materials in room in separate disposable bags for each player.
13. Placement of bags in areas away from each other and contact of other people.
14. Marking of the bags with information and warning messages (clean, dirty, name etc.), if possible.
15. Removal of common vending machines inside dressing rooms.
16. Inclusion of hand disinfectant inside each dressing room.

Training Field Management refers to ensuring of players and teams on site, training in a safe and hygienic environment. The responsibility primarily belongs to Facility Manager and Administrative Manager, each employee and player on the field shall be aware of their own responsibility. Suggestions and measures to be taken regarding the training field are stated as below.

1. Wearing masks shall be mandatory during entry and exit to the training field.
2. Medical and Equipment Staff are offered to wear and use gloves with proper technique explained before.
3. Using hand disinfectant shall be mandatory at the entry and exit of the training field.
4. Minimal amount of players* and personnel will be present on the training field.
5. No one will be allowed around the training field without the consent of Executive Director and Administrative Manager.
6. Security outside the training field will be provided by the minimal number of security staff.
7. Equipment used on the training field will be cleaned after every session.
8. Used and contacted equipment during training will be disinfected after every session.
9. Other rooms/storage inside the training field will be regularly cleaned on a daily basis.
10. Players and staff on the field will not have any contact with the spectators watching the training.
11. Anyone who goes out of the training field will not be allowed back inside.
12. Spectators watching the training will not be allowed on the field.
13. Separate equipment (towel, mat, bands etc.) will be made available for each player on the field.
14. Interaction between the staff and player on the field will occur* according to rules of social distancing and hygiene.

*Training Management will vary according to the "Preparation Period" phases and details will be explained in the relevant sections.

Gym Area management in this process is crucial. The responsibility primarily belongs to Facility Manager, Strength & Conditioning Staff and Medical Department respectively. Informing of the players clearly on this matter is also essential. Suggestions about fitness center and measures to be taken are stated as below.

1. During the entire period, use of the fitness center shall be minimized as much as possible.
2. Teams who want to carry their fitness equipment onto the field shall leave them 4 meters apart.
3. Entry and exit to the fitness center without mask and gloves will be prohibited. *
4. At least 3 hand disinfectants will be available in the halls.
5. Cleaning staff will disinfect the gym after each group use.
6. Regular and hygienic air conditioning of the gym will be maintained during the day.
7. Up to 3 people will be able to use the center in Preparation Period Phase 2.**
8. Only 1 person out of 3 can be among supporting staff.
9. People will be able to work at least keeping 4 meters distance between each other**
10. Maximum of 5 people will be allowed to use gym during Preparation Period Phase 3.**
11. Only 1 person out of 5 can be among supporting staff.
12. These individuals can only work by maintaining social distancing (2 meters).**
13. During entire training process, everyone shall have individual towels and carry those together with them.
14. After each activity, used equipment shall be cleaned with disinfectant by the user.
15. Gym utilization shall be based on order and list, and schedule shall be shared with relevant individuals.

* Gloves must be worn at the entrance of the Gym, taken out with proper technique and thrown into to the Medical Waste bin at the exit.

** If gym is not eligible for maintaining such distance, usage is not recommended. In case the gym area is much larger in size and possess separate areas, working groups can be determined per 4 meter rule during Phase 2 and 2 meter rule during Phase 3. During the training, circulation shall be arranged very carefully and without any contact.

Medical Areas refer to physiotherapy rooms, doctor's examination and massage rooms. These areas are places where contain one-to-one intensive contact risk and primarily responsibility of these rooms initially belong to Team Doctor and Facility Manager after. Players shall be informed regarding this issue regularly. Recommendations and measures to be taken regarding Medical Areas were explained as below.

1. These areas will not be used other than primary purpose.
2. Usage of these areas shall be minimized during this process.
3. Entry and exit to these areas without mask and gloves shall be prohibited. (Including players) *
4. Doctors, physiotherapist and masseurs shall wear mask inside the rooms permanently.
5. Masks and gloves shall be changed after each activity and contact.
6. Doctors, physiotherapist and masseurs shall also use gloves if activity permits.
7. Room shall be cleaned and air conditioned after each contact, exam, treatment and massage.
8. There shall be max. 2 people (one doctor and one player) inside doctor's room during the entire process.
9. There shall be max. 2 people (one physiotherapist and one player) inside physio room during Phase 1 and 2.
10. There shall be max. 4 people (two physiotherapists and two players) inside physio room during Phase 3.
11. There shall be max. 2 people (one masseur and one player) inside massage room during Phase 1 and 2.
12. There shall be max. 4 people (two masseurs and two players) in massage room during Phase 3.
13. There shall be at least 2 meters distance between people in the same room during the Phase 3.**
14. Bed covers and clothing will be changed after each player.
15. At least 1 hand disinfectant shall be placed in each room.

* Players shall wear the gloves at the entrance and take them out with proper technique at the exit of Medical Area.

** For places that do not allow these distance requirements, max. 2 people shall be allowed inside.

Equipment & Laundry Rooms refer to areas where materials are distributed as well as washed. To the extent possible, they shall be separated from other areas where other materials are washed inside the facility.

Primarily, responsibility of managing these rooms is on Equipment Department then Facility Manager, and these groups shall be in constant communication. It is extremely essential to have a single person for daily access to Equipment and Laundry Room. Recommendations and measures to be taken regarding these areas were explained as below.

1. Entry and exit to equipment rooms without wearing mask and gloves (with proper technique) is not recommended.
2. All Equipment Department member must care about hand hygiene and wash hands properly.
3. Different individuals shall be responsible from collection, delivery and laundry of equipment and apparel.
4. Training equipment shall be cleaned after every use.
5. At the end of each day, rooms shall be cleaned and air conditioned, dirty equipment boxes shall also be disinfected.
6. At least 1 hand disinfectant shall be placed in each room.
7. Dirty apparel on the training field and within the facility, shall be collected in different boxes and marked as well.
8. After every use, these boxes shall be cleaned properly with alcohol and disinfectant.
9. Dirty apparel shall never be hand carried (even with gloves).
10. Inside the dressing room, dirty apparel shall be placed in separated bags by player, if possible.
11. Inside dressing room, clean apparel shall be given to each player in separate bags, if possible.
12. Laundry methods and temperature shall be determined according to the most up to date procedures.

This part refers to kitchen, restaurants and food storage inside the facility. Such areas could be subject to storing of materials with high contamination risk and may involve intensive contact. Therefore, personnel and players must be monitored and informed. Primarily, responsibility of these areas is on Kitchen Team and Facility Manager after. These two groups shall be in constant communication and take action in coordination with Team Doctor if necessary. Kitchen Staff must care about hand hygiene and must wash hands properly while not using gloves. Recommendations and measures to be taken regarding these places were explained as below.

1. It is mandatory for everyone in Food Areas to use masks and Kitchen Staff are offered to use gloves with proper technique. After any service or contact with surfaces, gloves must be replaced with disinfection rules.
2. It must be mandatory for everyone to use hand disinfectants at the entrance and exit.
3. Number of employees and material supply frequency inside the area shall be minimized.
4. For player's eating areas, 1 cook and 1 waiter shall be sufficient during the Phase 2.
5. For player's eating areas, 1 cook and 2 waiters shall be sufficient during the Phase 3.
6. During the entire process, there shall not be any working on shifts. (Same cook and personnel).
7. Dietician shall control the menu remotely and not enter the food area unless necessary.
8. Food areas shall be kept locked when not in use.
9. Opening of the food areas shall be the responsibility of single personnel.
10. Player and team seating plan shall be arranged in groups according to social distancing rules.
11. Players and support teams shall not eat at the same time, if possible.
12. Player groups must be listed and the groups must eat with at least 15 min. intervals.
13. Following the dining process and completion of cook finishing his/her work, cleaning process shall begin.
14. After cleaning and air conditioning session, cleaning official shall lock the food area and exit.
15. At least 1 hand disinfectant shall be placed in all areas.
16. Each material received by storage room must be disinfected with proper methods by single individual.
17. It is recommended that bulk procurement of food material could be done once or twice a week maximum.

Common areas refer to waiting halls, corridors, elevators, resting and TV halls, showers and toilets. Primarily, responsibility of these areas is on Facility Manager but taking individual responsibility is quite important as well. In that sense, anyone within the facility and visitors permitted to enter the facility by permission of the Executive Director and Administrative Manager, shall be informed on the matter and monitored. Therefore, it would be beneficial to assign security staff to monitor all areas (excluding showers and toilets) by facility's CCTV cameras. Recommendations and measures to be taken regarding these places were explained as below.

1. Appearing and walking without wearing mask in all areas (except shower) shall be prohibited.
2. Everyone using common areas must care about proper hand hygiene.
3. Social distancing rules shall be followed in all areas.
4. Elevators shall be used by only 2 people with 2 meters distance between each other.*
5. Elevator floors shall be marked to divide the area into 2 sections.
6. It is not recommended to use the common resting areas and TV halls during Phase 2.
7. Common resting areas and TV halls can be used by allowing 3 meters distance between people during Phase 3.
8. In terms of showers and toilets usage, social distancing rules must be followed.**
9. Hand disinfectants must be placed in all areas (Including elevators).
10. If they are open for use, each areas shall be cleaned every hour and disinfected at the end of the day.
11. All areas shall be air conditioned at least twice a day.
12. All doors (if not necessary) must be kept opened for minimizing contact.

*If toilets and elevators do not allow social distancing, then maximum one person shall use.

Office areas refer to the working offices of coaching staff, media, accounting, administrative officials, executives and all meeting rooms inside the facility. It is better to minimize personnel at those areas during entire process. If possible, allowing 1 person working at each office and creation of working environment through change every other day Facility Manager afterwards. Recommendations and measures to be taken regarding these places were explained as below.

1. Entrance to all areas without mask must be prohibited. Hand disinfectant must be placed in all areas.
2. Everyone must care about proper hand hygiene.
3. Office employees who will be in a contact duty shall wear gloves with proper technique explained before.
4. Meeting rooms shall not used except urgent circumstances during the entire process.
5. If necessary to use the meeting rooms, social distancing rules must be followed.
6. During Phase 1 and 2, there has to be at least 4 meters distance between each people in open office areas. (Except coaching staff offices).
7. During Phase 3 there has to be at least 2 meters distance between each people in open office areas. (Except coaching staff offices).
8. Usage of coaching offices is not recommended during Phase 2.
9. Usage of coaching offices shall be limited to max. 2 people and minimum 4 meters distance rule during Phase 3.
10. Every used desk or office equipment shall be disinfected by the user.
11. All office areas shall be cleaned by cleaning staff after working hours.
12. All office areas shall be air conditioned twice a day (before and after working hours).
13. All office personnel shall inform related department authorities regarding suspicious symptoms.
14. Office employees shall not use public transportation vehicles.
15. Club shall arrange a daily shuttle for office personnel (except coaching staff), if possible.
16. Social distancing rules must be followed on shuttles and travel without mask must be prohibited.

Accommodation Areas refers to bedrooms designated for players, coaching staff and support teams inside the facilities. Primarily responsibility of this areas is on the individual users and Facility Manager afterwards. **If available, most healthy precaution with highest priority will be to organize an isolated camp in the facilities during Phase 2 and 3 with a single room stay.** For all situations, recommendations and measures to be taken regarding these places were explained as below.

1. Accommodation is not recommended in Preparation Period Phase 1.
2. During Phase 2, there has to be maximum 1 person in each room staying.*
3. During Phase 3, maximum 2 person can stay in each room by abiding the distancing and hygiene rules.
4. If two individuals stay together, mask and separate item (towel etc) use will be mandatory.
5. If two individuals stay together, shower area shall only be used by one person at a time.
6. Daily room circulation (entry and exit frequency) shall be minimized, if possible.**
7. Daily facility exit shall be minimized and limited.
8. People may be advised to use their rooms instead of common areas for dressing and cleaning.
9. Each room shall be air conditioned at least twice a day.
10. Cleaning staff and visitors inside the facility shall avoid from close contact from each other.
11. If the room is used without overnight stay, the room shall be disinfected during morning and evening times.
12. Rooms occupied long term, shall be disinfected at least twice a week.
13. During overnight stays, room entry shall be limited to the room owner and cleaning staff (only once in a day).
14. There needs to be at least 1 hand disinfectant around the accommodation hallways.

* If double daily training sessions are planned in Phase 2, 3rd item shall be activated.

**During the rest period on the double training days, it is advised individuals do not leave their room unless necessary.

Logistic management refers to the managing of the transportation of players, coaching staff, supporting staff and club personnel to the facility, transportation of the team to the training pitch if it is located outside the facility, and transportation of the other requirements during the Preparation Period. It is critical that the process is carried out only at required frequency and content. The responsibility is primarily on individuals and Facility Manager afterwards. It is recommended that all players and personnel shall not travel outside city except urgent matters during the entire Preparation Period. While in the city, any activity outside home by entry/exit any social areas (supermarket, public area, marketplace etc.), has to be reported to Administrative Manager. Recommendations and measures to be taken regarding Logistic Management were detailed as below.

1. Players shall drive to facilities in their own vehicle during Phase 2 and Phase 3.
2. Players shall travel alone inside the vehicle.
3. In Phase 2, players must come individually and travel in the specified time zone.
4. In Phase 3, players must come in groups and travel in the specified time zone.
5. Same precautions shall be applied for coaching staff and support teams.
6. If shuttle will be used for other employees, seating plan must be organized according to social distancing rules.
7. Wearing mask must be compulsory on the shuttle and there needs to be at least 1 hand disinfectant.*
8. It is recommended that during the double-training days, players shall abide according to accommodation rules.**
9. During the double training-days, players can be allowed to stay at home under rules.***
10. Other employees can stay according to accommodation rules during the double-training days.

* Gloves are only offered to be worn just before the get on and thrown just after get off with proper technique.

** Rules announced per Accommodation Area Management.

*** It is not recommended to travel anywhere else other than home during the double-training days.

Recommendations and measures to be taken regarding Logistic Management continue as below.

1. If the team bus will be used for training field transport, usage of mask and gloves shall be mandatory.
2. Team bus seating arrangement shall be one person in each double seat and seated by interspacing.
3. Team bus shall transport the entire team via multiple rounds.
4. Transport may be handled by separate buses subject to availability.
5. Nobody except players, coaching staff and support team shall be accepted on the bus.
6. Administrative personnel shall drive to the training field in their own vehicle.
7. At the end of the day, buses and shuttles shall be disinfected and air conditioned.
8. Transport for any other needs shall be minimized as much as possible.
9. Vehicles used shall be controlled in terms of cleaning and drivers per hygiene rules.
10. All received equipment shall be checked and disinfected by Facility Manager and security.*
11. Double-stage disinfection is recommended for all these materials admitted inside the facility.**

* Setting up an isolated area is recommended at the entrance of the facility for this process.

** Double-stage disinfection refers to the disinfection processes performed both at the entrance and relevant department.

COVID 19 Screening Tests plays a key role in protection of players, teams, personnel and their families and sustaining the successful management of global pandemic. Executive Director and Team Doctor is responsible for management of these tests. Start date of these tests is indicated on the timeline and the end of Phase 1 is considered as the most appropriate time. In order to initiate this process, Executive Director needs to do necessary meetings, planning and arrangements with Provincial Health Directorates to manage all tests performed by same center. After the preparation of this infrastructure, communication and coordination with federation's Health Council on schedule and applications shall be maintained and process shall be controlled together by maintaining the confidentiality of data. Recommendations on this period are below and timeline of screening calendar is shown on the next page.

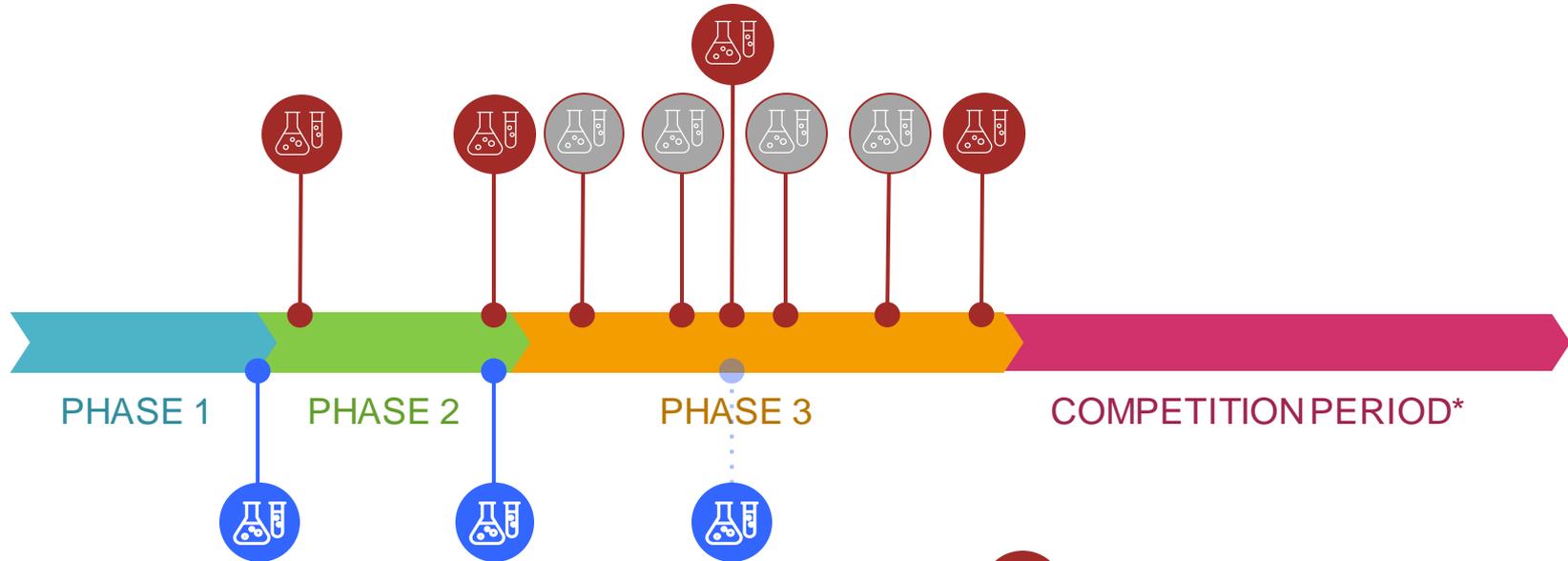
1. All players, team and club personnel must have at least 4 PCR tests during Preparation Period.
2. The first compulsory PCR test shall be performed at the end of Phase 1 (1 day before beginning of Phase 3).
3. Second required PCR test shall be performed at the end of Phase and 2 days before beginning of Phase 3.
4. The third compulsory PCR test shall be performed in the middle of Phase 3.
5. The third compulsory PCR test shall be performed at the end of Phase 3 and 2 days before the first game.
6. Players who will join preseason trainings and roster, shall be selected per most recent test results.
7. Optional PCR tests are recommended to be performed once in every 5-7 days in Phase 3.*
8. Optional antibody test can be performed at the end of Phase 1 and 2, and in the middle of Phase 3. *
9. Team Doctor may add additional tests into calendar if deemed appropriate.
10. All departments shall be in communication under the coordination of Executive Director during this organization processes.

* This decision can be effective upon consent of the Executive Director, Team Doctor and Provincial Health Directorate. There is a chance of determining false negative results and immunized individuals by combining PCR and antibody tests.

1.6 COVID-19 Screening Management

1

GENERAL PRINCIPLES



Compulsory PCR test

1 day before beginning of Phase 2,
2 days before beginning of Phase 3,
In the middle of Phase 2 + 2 days before the first game



Optional PCR test

Every 5 – 7 days during the Phase 3



Optional Antibody test

At the end of the Phase 1 and 2,
In the middle of Phase 3

* COVID19 Screening timeline will be explained in the relevant section.

For Screening Tests, an area that will create a wide and safer working environment must be prepared within the facility. Suggestions related to this field are listed below, other information which will be given by the institution performing the tests shall be complied. Team Doctor and Administrative Manager is responsible for the test day organization and order. Facility Manager is responsible for the hygiene of the test area before and after the test.

1. Tests will be carried out according to the predefined name list and time intervals.
2. Testing arrangements shall spread over a wide period of time during the day.
3. Players will wait for their test order outside of the facility in their cars.
4. Technical and support teams shall behave same if possible.
5. If not, they will be able to wait inside the facility, abiding Facility Management section's rules.
6. Not more than one person in the test area will take the test at the same time.
7. The use of masks and gloves must be required during the entry and exit of the test.
8. Mask and gloves must be thrown into Medical Waste bins with proper technique right after testing process.
9. Individuals must avoid contact with the testing staff during the sampling process.
10. It is recommended to schedule the tests on a different day other than training day.*

* On the mandatory test days which shall be done prior to 2 days before games, the test shall be done in the morning; the training may be held after the test organization is completed and results come out (preferably in the evening).

2.1 PHASE 1 – Remote Training

2

PREPARATION PERIOD

PHASE 1



Isolated at home and remote
online individual trainings

This period reflects the current period. Most of our teams are still following remote training principles. During this period, the clubs shall be organized by maintaining minimum number of employees and applying maximum social distancing in order to meet only urgent requirements.

In addition, the most important measures to be taken will be the cleaning and disinfection of the facilities. Relevant explanations are described under the Facility Management section. During this process, Team Doctor shall stay in contact with other Department Officials, players and Administrative Manager Assistant and question everyone and families even if they are not coming to the facility and identify potential suspect cases. On the other hand, they shall resolve potential concerns and respond to information requests.

2.2 PHASE 2 – Group Trainings at Facility

2

PREPARATION PERIOD

PHASE 2



Individual and group trainings with limited number of personnel at the facility

During this process, players can start training in groups (some days individually as preferred) on the field with a minimal team and staff. Individuals who has positive PCR test result at the end of Phase 1 will not be able to participate in Phase 2. Actions required for these will be explained under Positive Test Scenario.

During this process, it shall be considered that players have been isolated and trained individually for a long period of time and any injury risk shall be avoided and optimal condition levels shall be achieved for team trainings. At this point, the decision to extend the duration of Phase 2 is at discretion of team coaching staff and Team Doctor. Entire process will be carried out under coordination of Administrative Manager. During this period, the trainings will be closed to the press. As mentioned before, it is offered to stay in an isolated camp at the facilities during this phase but for all situations preventive measures must be applied.

Suggestions and measures to be taken for this period are explained below and next page:

1. Groups and their schedule shall be set before start of Phase and shared with Administrative Manager and players. *
2. Information about player and team transportation is explained under Logistics Management section.
3. Players must receive training content information the night before.
4. Players, technical and support team shall come to the facilities dressed in training apparel.
5. Players' arrival to the facilities shall be planned accordingly in 10-minute intervals.
6. Players must be directed immediately to the training ground after entering the facility.
7. Technical and support teams shall also behave this way if possible.
8. If technical and support teams arrive early, they must comply with all distance and hygiene rules.
9. Obligations regarding masks and gloves are explained under Facility Management section.
10. There shall be minimal team staff inside the facility and training area.
11. It is sufficient to have 1 doctor and 1 masseur in the training field. Second masseur shall be present in his room.
12. It is sufficient to have 1 coach, 1 assistant coach and 1 S&C coach on the training field.**
13. Maximum of 6 players shall train on a training field.
14. Minimum training material will be used during training.
15. It is sufficient to have one outfitter in the training area.
16. During the training, everyone except the players shall wear a medical mask.
17. During trainings, players shall wear a mask (not mandatory) and gloves derivative as apparel.
18. Players are offered to come to the side for actions like spitting and blowing noses.
19. Everyone inside the training area will be social distancing at least 4 meters away from each other.

* Groups and the schedules will be determined by coaching staff.

** According to Group number there can be a 2. S&C coach.

Suggestions and measures to be taken for this period continue below:

19. Distancing rule will not apply to interventions in injuries that may occur during training.
20. Such interventions will be performed on minimal conduct and by doctor.
21. Liquid requirement during training will be provided to players by customized single use bottles.
22. Such bottles will be positioned at certain parts of the field and collected by players.
23. Trainings will be completed leaving 5 minute intervals between each player.
24. Players finished with trainings can go directly to their cars, dressing room or his own room.*
25. He shall inform Administrative Manager on what he will do after training ends, or they shall inform the equipment staff.
26. Clean training apparel for next day's training shall be put in a bag.
27. After practice, players shall place their dirty apparel to the dirty apparel box.
28. Information on this process is explained in Equipment /Locker Rooms/ Accommodation Areas sections.
29. Players and staff can decide if they want to eat in the facility or not.
30. Number of individuals eating inside the facility shall be minimized at this point in time.
31. Each player and staff must have separate dishes and service for each day and be put on their table.**
32. It is advised to not serve many variety of foods during this period.
33. Rules and information on Food Regulations are explained on Eating Area Management section.
34. Rules on Medical Area usage during this period are explained in the relevant section.
35. Rules on Office and Common Space Areas during this period are explained in relevant sections.
36. Rules on Gym Area during this period are explained in relevant section.
37. Rules on training area and audience are explained in Security Management section.

* If an isolated camp organization explained in 1.4.10 section is possible, player can directly go to his room.

** If possible, foods can be served in personal hygienic single packages and restaurant usage can be minimized during this phase.

Main responsibility for management of positive test scenario belongs to Team Doctor, Facility Manager and Executive Director respectively. Team Doctor shall not rule the possibility of suspicious cases out for all players, employees and their families by being in-touch with other Department Officials and Administrative Manager Assistants, via conducting routine follow-ups (daily body temperature monitoring, symptom questioning). Without losing any time in detecting suspicious cases within the club, they shall communicate with Executive Director and schedule the testing organization. If a suspicious case is detected inside the facility, the case must be taken to the isolated waiting area at the facility entrance with masks and gloves. Team Doctor shall listen to the case's story and try to identify the possible areas of contact. Afterwards, Provincial Health Directorate Staff shall be expected to arrive. During the waiting process, the case must be isolated. If the result is positive, Executive Director and Team Doctor shall contact the relevant institutions for current procedures that the case will be subjected to. On the other hand, everyone who was in the facility on that day shall get tested on the exact day. Employees who were not present at the facility but are likely to have been in contact with the case shall also be called to the facility (within 24 hours at the latest) and get tested. Rules to be follow during the test are mentioned in the COVID19 Screening section.

The family of the positive case shall be informed and a test organization shall be arranged for the family at home. Even there are no results of positive cases, the shift shall be terminated (planned training for the day shall be cancelled) and the entire facility shall be disinfected. For a week, all players and employees shall be subjected to a more detailed follow ups to monitor symptoms. If a suspicious case was found outside the facility, Provincial Health Directorate Staff shall be directed to the case's home. If the result is positive, all the process mentioned above shall continue in the same way for players and employees.

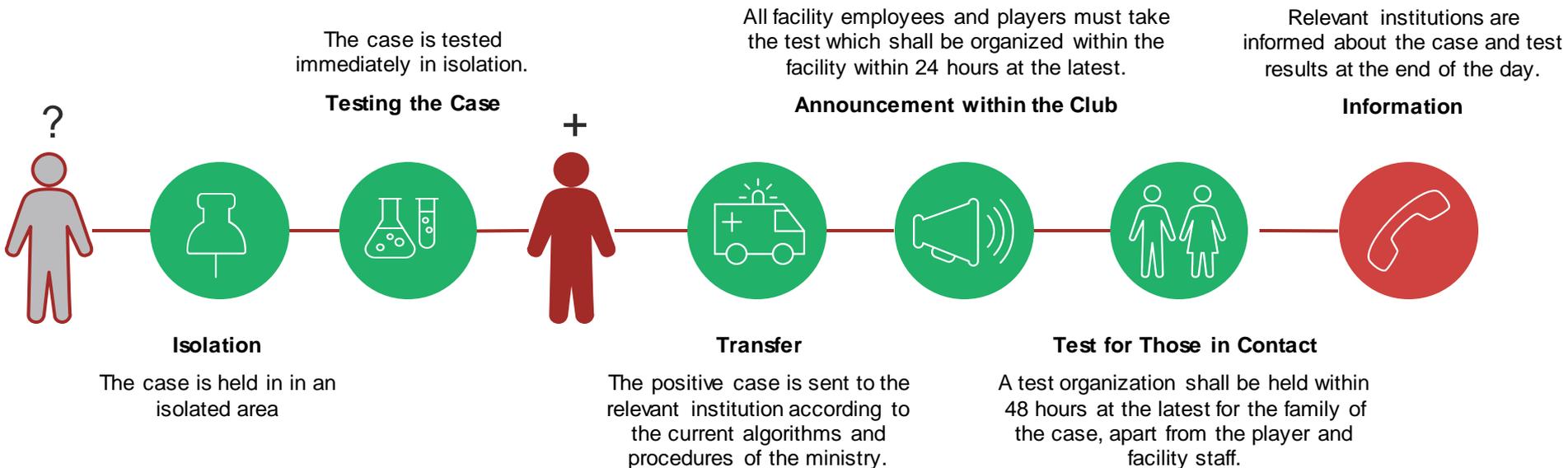
At the end of the day, Executive Director shall inform the relevant institutions and federation within the data privacy framework.

3.1 "SUSPICIOUS CASE MANAGEMENT" DIAGRAM

3

POSITIVE TEST SCENARIO

The visualized scheme of the previous scenario is below. Even if the test result is negative, the person must stay at home isolation for 5 days, daily follow-up must be applied for symptoms and a new test must be organized at home 5 days after. If the suspicious case becomes asymptomatic and has another negative test result after 5 days, he or she can start working or trainings at the facilities again. Even the result of the first PCR test was negative, in case of severe symptoms additional tests including CT, blood tests can be applied by the guidance of related medical institutions and Provincial Health Directorates.



Note: Even there are no results of positive cases, the shift shall be terminated (planned training for the day shall be canceled) and the entire facility shall be disinfected. For a week, all players and employees shall be subjected to a more detailed follow ups to monitor symptoms.

3.1.1 Re-joining of the Positive Case

3

POSITIVE TEST SCENARIO

As mentioned, positive cases will be transferred to related medical institutions or put in home isolation based on the Ministry of Health's algorithms upon their symptoms and findings. This process will be directed in co-ordination of Executive Director, Team Doctor and Provincial Health Directorates. If the case is put on house isolation, it is recommended to take a control test in the house once in every 5 days. It is suggested for the case to be tested at least 3 times negative in control tests before consideration of being allowed to return. Optionally and in elective conditions, Antibody Test, Stress ECG, Thorax CT and full blood laboratory tests might be asked from the symptom-free case whose last 3 control PCR tests were negative. This decision will be on Team Doctor's initiative. If all the findings and results are clear and negative after a minimum days of isolation (which will be 15 days after 3 control tests were applied) then the case may be allowed to join back.

If the case is transferred to a medical institution and accepted for inpatient treatment, control tests and examinations will be at institution's discretion. Team Doctor shall be in contact all times with the authorized medical institution. In addition to institution's routine examinations, Team Doctor may request additional examinations (Stress ECG test, extra full blood tests, ECO, CT and etc.) before the case is discharged. The minimum home isolation period after discharge will be determined by the institution, but it is at the discretion of the Team Doctor to make any additions. The player that is placed under inpatient treatment due to showing symptoms and signs during the Competition Period mentioned in the protocol is not recommended to re-join the competitions during this period.

NOTE: In a scenario where two or more players test positive in a team and it is thought the situation cannot be controlled, the club, federation and the Ministry of Health shall decide together on the next step to be followed.

3.2 OPPONENT TEAM

3

POSITIVE TEST SCENARIO

If a positive test result occurs within an opposing team that has been played against in the past 4 weeks, all player and facility employees must take the screening test within at least 48 hours. As test planning responsibility belongs to Executive Director, test day organization will be completed in the framework of COVID 19 Screening management and rules and proposals mentioned in the previous scenario.

At the end of the day, Executive Director shall inform the related institutions and federation within the frame of data protection.

3.3 Advisory Algorithm for Test Results

3

POSITIVE TEST SCENARIO

	SYMPTOMATIC (Fever, cough, breathing difficulty)	MILD SYMPTOMS (Nonspecific influenza symptoms)	NO SYMPTOMS
PCR + Antibody (Ig M) + Active Infection	HOSPITALIZE*	ISOLATION*	ISOLATION*
PCR - Antibody Ig M - Antibody Ig G - No previous exposure	ISOLATION + TEST AFTER 3 DAYS Additional Examinations (CT, Blood Tests)	ISOLATION + TEST AFTER 5 DAYS	TRAINING
PCR - Antibody Ig M - Antibody Ig G + Previous exposure	ISOLATION + TEST AFTER 3 DAYS Optional Examinations (CT, ECG, ECO)	ISOLATION + 3 DAYS FOLLOW-UP	TRAINING

- Content of procedures (follow-up, treatment, examination etc.) to be applied under these combinations will be determined in accordance with recent Ministry of Health algorithms and discussions with Provincial Health Directorates.
- If PCR negative and Ig M positive results are obtained, case must be considered as Active Infection

NOTE: As stated previously, additional diagnostic and time extensions are at discretion of Team Doctor.

“RETURN TO FOOTBALL” ADVISORY PROTOCOL



TFF

Türkiye Futbol Federasyonu

This is an advisory protocol prepared by Turkish Football Federation Medical Committee, Acıbadem Sports and T.C Ministry of Health / Provincial Health Directorate with regards to the possibility of resuming TFF 2019-2020 season during COVID-19 pandemic