



International  
Olympic  
Committee



INTERNATIONAL  
PARALYMPIC  
COMMITTEE



TOKYO 2020



TOKYO 2020

PARALYMPIC GAMES



# THE PLAYBOOK ATHLETES AND OFFICIALS

Your guide to a safe  
and successful Games



April 2021  
Version 2

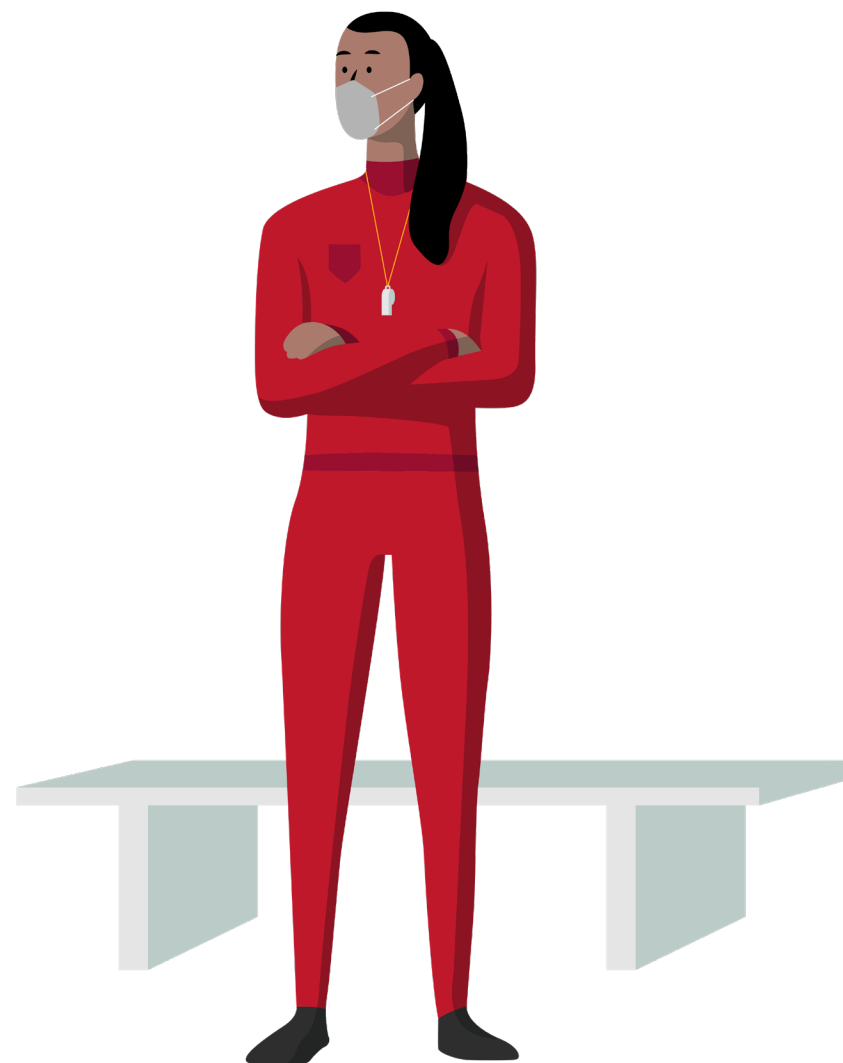
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 Important updates from the last version.

# WHO IS THIS PLAYBOOK FOR?

Athletes	(Aa)
Alternate Athletes	(Ap)
Team Officials and Additional Team Officials Training Partners, Personal Coaches and TAP-Holders	(Ao, Ac and ATO), (P)
Athlete Competition Partner for Paralympic Games	(Ab)
Chief Team Physician for Paralympic Games	(Am)
Village Administration Passes	(NOC, NPC)
Athlete Chaperone	(NOC, NPC)



# STRONGER TOGETHER



To ensure the Olympic and Paralympic Games Tokyo 2020 go ahead this summer in a safe manner, the International Olympic Committee (IOC), International Paralympic Committee (IPC), Tokyo 2020 Organising Committee (Tokyo 2020), the Tokyo Metropolitan Government (TMG) and the Government of Japan, together with the world's leading experts in health and sport event delivery, are working around the clock. They are developing a range of measures to enable the Games to be staged taking into account the evolution of COVID-19 in Japan and worldwide.

Every single Games participant has a clear role to play to ensure their own safety. That is why we have all combined forces to develop the Playbooks, which explain how the Games will be staged.

Following February's publication of the first Playbook, several briefings and online meetings were held with all stakeholder groups. With the benefit of extensive feedback and questions, together with ongoing learnings from recent international sport events and expert scientific advice, this Playbook Version 2 provides updated guidance and further detail on how the Games will be organised and operated, so that you can advance your preparations and implement your plans.

The Games are fast approaching and we are working hand in hand with Tokyo 2020 and delivery partners to ensure that we are ready.

Additional detailed operational and sport-specific documents, as well as online Q&As, will be made available and updated in the coming weeks. These will continue to address the questions you may still have following this version of the Playbook.

To best support you ahead of the Games, your COVID-19 Liaison Officer (CLO) will soon be appointed and trained. June's third and final planned version of the Playbook will provide updates on any significant changes, in addition to the information from your CLO.

These Games will be different and we all have to adjust. In addition to no overseas spectators, you will face restrictions to the places you can go to, as well as hygiene and physical distancing measures. These 'safety first' decisions are there to protect you, all Games participants and the people of Tokyo and Japan.

The eyes of the world will be on Tokyo this summer. With more broadcast and digital coverage than ever before, the performances of athletes, who have continued

to train during these very difficult times, will provide much needed positivity and hope to billions of people around the world.

We must all take responsibility to ensure safe and successful Games. Follow the Playbook, live the values of Excellence, Respect and Friendship. There will be challenges to overcome, even sacrifices to be made. But **#StrongerTogether** we will experience a Games like no other.

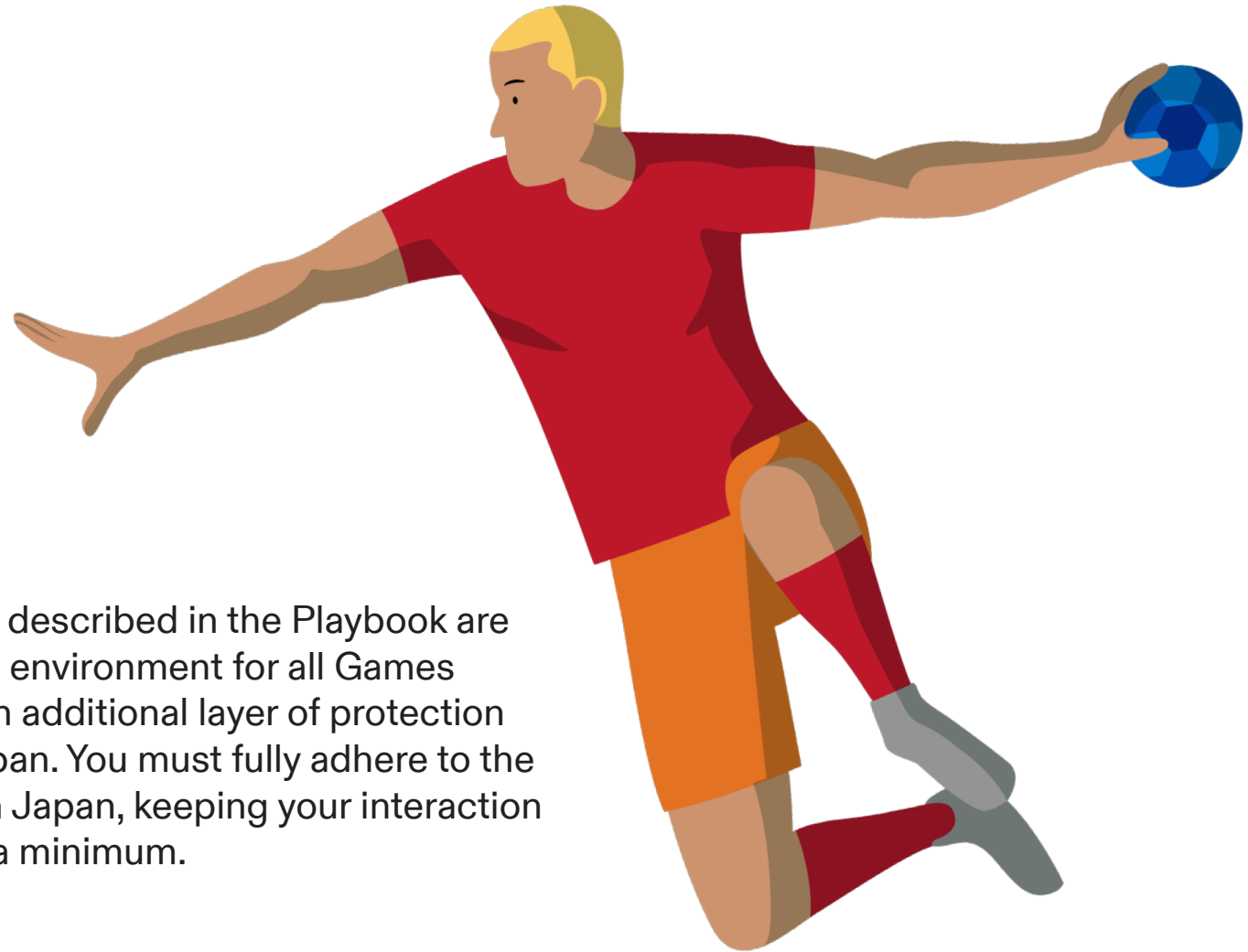
## Kirsty Coventry

Chair of the IOC Athletes' Commission and Member of the Coordination Commission for the Games of the XXXII Olympiad Tokyo 2020

## Robin Mitchell

Acting President of the Association of National Olympic Committees and Member of the Coordination Commission for the Games of the XXXII Olympiad Tokyo 2020

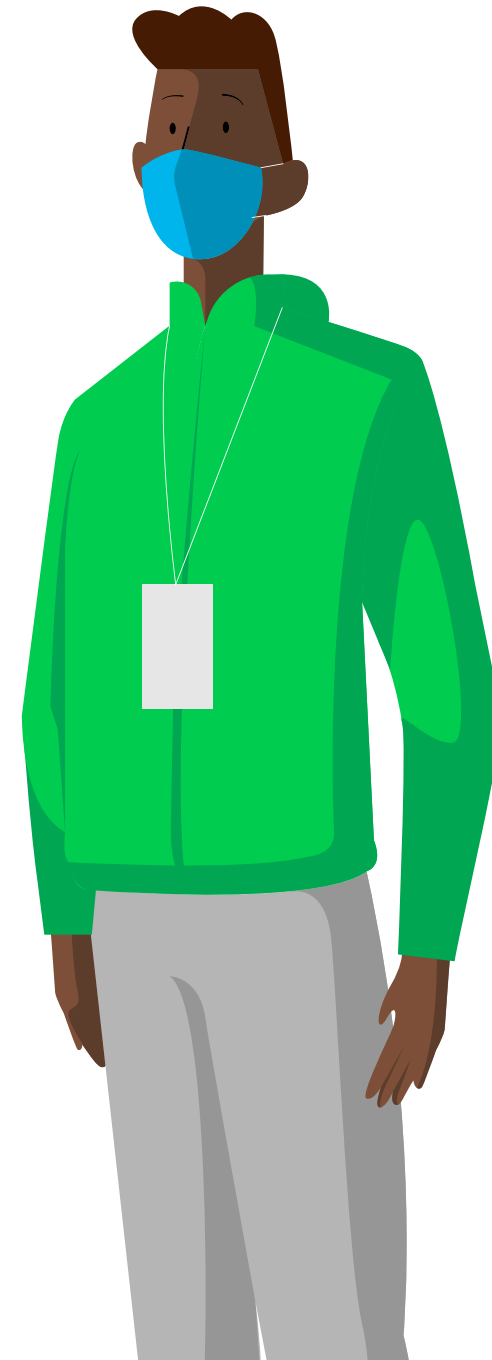
# PRINCIPLES



The COVID-19 countermeasures described in the Playbook are designed to create a safe Games environment for all Games participants. Equally, they offer an additional layer of protection for our hosts, the residents of Japan. You must fully adhere to the Playbook throughout your time in Japan, keeping your interaction with non-Games participants to a minimum.

# MASK WEARING

**Wear a face mask at all times to protect you and everyone around you.** Masks help prevent the spread of COVID-19, as they catch droplets exhaled by an infected person. By wearing a face mask at all times – except when eating, drinking, sleeping, training or competing – you’ll help keep the Games safe for everyone.



# MINIMISE PHYSICAL INTERACTION

COVID-19 is transmitted through infected droplets in our breath exhaled by coughing, sneezing, talking, shouting or singing – and is passed from person to person when we are in close contact. The risks of catching COVID-19 grow in crowded, poorly-aired spaces and when we spend time in proximity to those who are infected with COVID-19. That is why it is important to minimise social interaction, wear a mask, and avoid the 3Cs: spaces that are Closed, Crowded or involve Close Contact.

#1



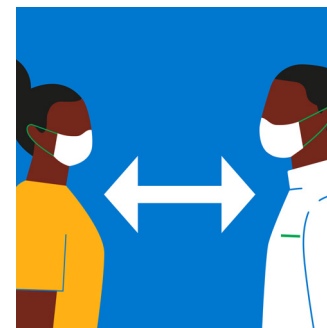
Keep physical interactions with others to a minimum (and don't forget to wear your mask!)

#2



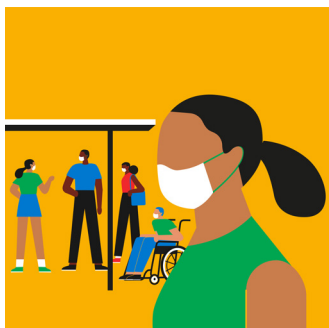
Avoid physical contact, including hugs and handshakes

#3



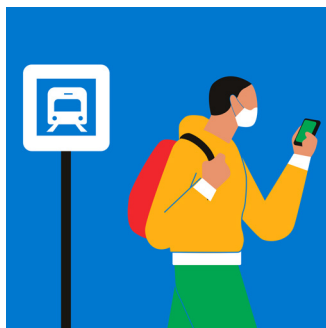
Keep two metres' distance from athletes and at least one metre from others, including in operational spaces

#4



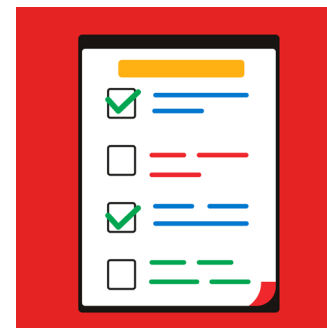
Avoid enclosed spaces and crowds where possible

#5



Use dedicated Games vehicles. Do not use public transport unless it is the only option to reach certain locations such as remote venues

#6

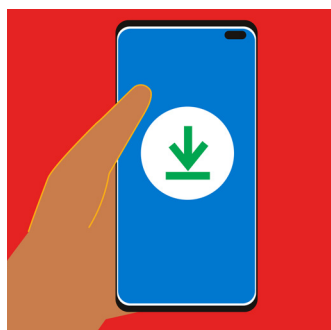


Only carry out the activities submitted in your Activity Plan, at places on the list of permitted destinations

# TEST, TRACE AND ISOLATE

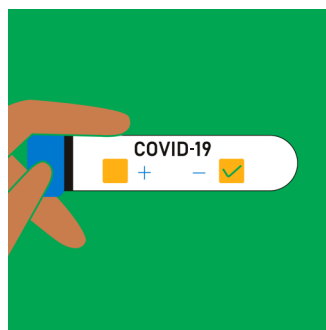
To stop the spread of COVID-19, it is vital to break the chain of human-to-human transmission. That is why it is important to have stricter protocols to identify who has the COVID-19 virus as early as possible, through testing; to understand who the virus might have been passed to, through contact tracing; and to use isolation and quarantining to stop the virus from spreading further.

#1



Download Japan's smartphone Contact Confirming Application (COCOA) and health reporting application (app), and familiarise yourself with any other technology solutions which may be used to support COVID-19 countermeasures

#2



Get tested and provide proof of negative results before you depart for the Games. You will be tested again when you arrive at the airport

#3



Have regular screening tests for COVID-19 during the Games, as required for your role

#4



Get a test if you experience any symptoms or are told to by the Japanese health authorities. If your test is positive, you will need to isolate

**Who is a close contact?**

Close contacts are those who have prolonged contact (for 15 minutes or more) with a person who has a confirmed positive COVID-19 test, within one metre, without wearing a face mask. This is particularly applicable when such contact happens in enclosed spaces such as hotel rooms or vehicles

Close contact cases will be confirmed by the Japanese health authorities, based on information provided by you, your organisation and Tokyo 2020



# THINK HYGIENE

COVID-19 can live on everyday surfaces through droplets exhaled by an infected person. If we touch those objects with our hands and then touch our eyes, nose or mouth, we run the risk of becoming infected. That is why we must not forget the basics of good hygiene – regularly and thoroughly cleaning our hands, disinfecting surfaces, avoiding touching our face, and wearing a face mask at all times.

#1



Wear a face mask  
at all times

#2



Wash your hands regularly  
and use hand sanitiser  
where available

#3



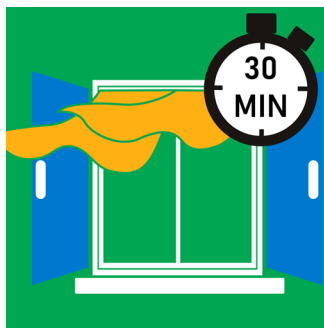
Support athletes by  
clapping instead of  
singing or chanting

#4



Avoid using shared  
items where possible,  
or disinfect them

#5



Ventilate rooms  
and common spaces  
every 30 minutes

# YOUR JOURNEY



# INTRODUCTION

The Playbooks are the basis of our game plan to ensure all Olympic and Paralympic Games participants and the people of Japan stay safe and healthy this summer. They have been developed jointly by Tokyo 2020, the IOC and the IPC. They are based on the extensive work of the All Partners Task Force, which also includes the World Health Organization, Government of Japan, the TMG, independent scientific experts and organisations from across the world.

This Playbook sets out the responsibilities of athletes and team officials, and should be considered alongside wider information received from your National Olympic Committee (NOC)/National Paralympic Committee (NPC). Additional operational publications (for example the Athletes and Team Officials Guide, Team Leaders Guide, Sport Entries Manuals, Period of Stay Guidelines, etc.) will be provided to your NOC/NPC when available, using Tokyo 2020 Connect. They will be regularly uploaded and updated as necessary between now and the Games.

The rules apply in the same way to every athlete and official, regardless of your sport or where you are living – just as they apply to all other Games participants. Please take time to understand the plans, the steps you must take and the rules you must follow – including those

required by the Japanese authorities – starting 14 days before you travel and throughout the length of your stay in Japan. It's crucial that you take personal responsibility for your part in the plan: you play a critical role in the delivery of a safe Games. As athletes and team officials, you will set the standard.

## COVID-19 Liaison Officers (CLOs)\*

Every NOC/NPC has been asked to appoint a CLO. This person will be your key contact for all matters related to COVID-19. They will also be the contact for Tokyo 2020, the Japanese health authorities, and, where relevant, the IOC/IPC. It is requested that the CLO be on-site in Japan for the full duration of your delegation's stay. Additional CLOs may be appointed as needed for support.

Your CLO will be responsible for ensuring that you understand the content of and the importance of complying with this Playbook. They will be given specific training before the Games. There will be a support framework in place for CLOs dedicated to each stakeholder group.

\*More information, 'Roles and responsibilities of the COVID-19 Liaison Officer for NOCs & NPCs' has been communicated to your NOC/NPC.

## Sport-specific countermeasures

You can find an overview of the general principles that apply to sport countermeasures at the Games on page 47. Sport-specific countermeasures will be detailed in the 'Athletes and Team Officials Guide', 'Team Leaders Guide' and 'Technical Officials Guide', available for your NOC/NPC by the end of May.

## When do the rules apply?

This Playbook describes the measures planned for Games-time (date to be confirmed). Those entering Japan with a Pre-Valid Card (PVC) must comply with the Government of Japan measures required at the time.

A PVC is valid as an entry document from 23 April, in conjunction with the other documents listed below. See 'Before you travel', page 13.

The Playbook will be implemented progressively as we get closer to the Games. Some countermeasures (for example, screening testing) and services (for example, Games transport) will be different during the pre-Games period (date to be confirmed). If you are travelling early, your NOC/NPC will liaise with Tokyo 2020 for Playbook implementation dates and confirm with you the measures that apply at the time you are travelling.

# INTRODUCTION

Further guidance on the implementation of the Playbook will be made available to your NOC/NPC.

## Rules are subject to change

This Playbook is written under the current understanding of the IOC, IPC and Tokyo 2020, based on the current measures and requirements in force in Japan and the foreseen situation at the time of the Olympic and Paralympic Games.

Changes may need to be made to countermeasures in the future, in collaboration with the Government of Japan and the TMG, to ensure any evolution of conditions and regulations in Japan are fully taken into account. This includes procedures for entry into Japan. Future versions of the Playbook could include more restrictions than those currently listed.

The next version (which is expected to be final) will be published by June 2021.

## Responsibilities and risk

We trust that the measures laid out will mitigate the risks and impacts involved in participating in the Games, and we fully count on your support to comply with them. However, despite all the care taken, risks and impacts may not be fully eliminated, and therefore you agree to attend the Olympic and Paralympic Games at your own risk.



# BEFORE YOU TRAVEL



❗ **Read this Playbook thoroughly** before you travel, make sure that you have understood the Playbook and the importance of fully complying with the rules contained within. See 'Compliance and consequences,' page 59.

Your journey does not begin at the airport. Starting from now, ensure you take time to read and understand the latest version of the Playbook thoroughly when you receive it. If you have any questions, contact your NOC/NPC or CLO well in advance before the Games.

The rules related to entry to Japan are in accordance with Japanese authorities' requirements. They apply from 14 days before your travel; it's important to adopt the right mindset in this period.

Further changes may be made to procedures for entry into Japan in collaboration with the Government of Japan, based on the latest situation.

**You will be required to have medical treatment and repatriation insurance (including cover for COVID-19)** covering the entire period of your stay in Japan

- For athletes and team officials, Tokyo 2020 will provide this insurance, only for the period between Village pre-opening and closing dates (Olympic Village: July 7 – August 11, Paralympic Village: August 15 – September 8). Please note that this insurance only covers costs incurred in Japan
- As per standard Games practice, NOCs/NPCs must source their own insurance for members of their delegations outside these dates

## **If you are attending a pre-Games Training Camp in Japan or a post-Games Host Town exchange programme:**

- Read and understand the Host Town's Reception Manual, which will outline further local measures
  - Your NOC/NPC must confirm its compliance to these measures at least one month before departure
- In principle, your destinations will be limited to your accommodation, training facilities and exchange programme locations. Public transport cannot be used unless it is the only option to reach certain locations, such as remote venues

- NOCs/NPCs are required to secure agreements with facility owners and the municipality in charge of accepting athletes to hold a pre-Games Training Camp or a Host Town exchange programme

## **+ Support from your CLO before you travel**

- Your CLO is responsible for ensuring that you comply with the Playbook
- They'll submit your Activity Plan to Tokyo 2020 and supply you with the 'Written Pledge'
- They'll help you prepare a list of regular contacts for your time in Japan
- If you test positive for COVID-19 before your departure, inform your CLO immediately
- If you have any questions or concerns about any of the measures, now is the time to ask!

# TEST, TRACE AND ISOLATE

- **Make sure you have a Pre-Valid Card (PVC),** which will be validated to become your Olympic Identity and Accreditation Card (OIAC)/Paralympic Identity and Accreditation Card (PIAC).
- ⊕ **Your CLO will give you the 'Written Pledge'; you will need to show this at Japanese immigration**
  - The 'Written Pledge' is a document required by the Government of Japan. Signed by Tokyo 2020, it states that they take responsibility for your visit and will ensure you comply with the Playbook rules. Your signature is not needed on this document
  - The 'Written Pledge' can be replaced with the presentation of the health reporting app screen once it is introduced. Details will be included in the next Playbook
- **Complete an Activity Plan\***
  - Work with your CLO to finalise your planned and possible destinations
  - They will submit your plan to Tokyo 2020 for approval by the Japanese authorities
- It will be very difficult to request changes once approved, so it is important to be as comprehensive as possible when submitting
- ⊕ Your Activity Plan must include:
  - Personal information (name, passport number, NOC/NPC)
  - Accommodation address
  - All planned and possible destinations – restricted to official Games venues and limited additional locations, as defined by the list of permitted destinations
  - The format is currently being finalised and will consider how to select destinations in a simple manner
  - If you must use public transport (air and bullet trains): date, time and reason

\*More information on the Activity Plan template and details of timing for submitting the plan will be communicated to your NOC/NPC when available

# TEST, TRACE AND ISOLATE

- **Make sure you know the latest information** on COVID-19 testing and certificates needed by your airline, for any transit countries and for entry into Japan. [See advice of the Government of Japan](#)
  - **Download and install** the Contact Confirming Application (COCOA) and health reporting app
    - The health reporting app is scheduled to be released in June. For details, see ‘Smartphone applications’, page 54.
  - **Monitor your health daily for the 14 days before arrival in Japan**
    - Take your temperature daily
    - Proactively monitor your personal health for any other COVID-19 symptoms.  
[See WHO guidelines on COVID-19 symptoms](#)
  - **If you experience any symptoms of COVID-19 in the 14 days before arrival**
    - Do not travel to Japan
    - Inform your CLO, who will explain the next steps
- ⊕ **If you are travelling before the health reporting app is released, fill in the Japanese authorities’ ‘[Questionnaire web](#)’**
    - Details required include accommodation in Japan, contact information and results of health monitoring for the 14 days before departure
    - When you submit the form, you will be given a QR code. Either take a screen shot or print it out, ready to show at Japanese immigration

# TEST, TRACE AND ISOLATE

- ⊕ **Take two COVID-19 tests on two separate days within 96 hours of the departure of your flight to Japan** (first flight if you are on an indirect route)\*

- Tests must use one of the methods listed on the [‘Certificate of Testing for COVID-19’](#) designated by Japanese authorities
- Currently, approved test types (saliva or nasopharyngeal swab) include real-time polymerase chain reaction (PCR), nucleic acid amplification (LAMP, TMA, TRC, Smart Amp, NEAR), New generation sequence and antigen (CLEIA) tests
- A list of approved testing providers is being developed and will be made available to your CLO. If the list does not include a convenient provider, your CLO can liaise with Tokyo 2020 to add providers to the list

\*Take one of two tests within 72 hours of departure. If you are travelling to Japan in the pre-Games period, take one test within 72 hours of your flight to Japan. The exact date from when two tests within 96 hours will be required will be provided to you when confirmed

- ⊕ **Obtain a certificate of your negative COVID-19 test results**

You are requested to use the certificate format designated by the Government of Japan, or one which includes all necessary information specified by the GOJ as follows:

- Date of issue, name, passport number, nationality, date of birth, sex, sample type, testing method, test result, test result date, specimen collection date and time, name and address of medical institution, doctor’s signature
  - You will need to present your negative test results certification to check-in at the airport/ board the plane - if you are unable to provide your certification you will be rejected to take that flight
- **If a COVID-19 test is positive:**
    - Immediately begin self-isolation in line with local rules
    - Contact your CLO, who will record your symptoms, test results and close contacts, as well as inform Tokyo 2020 and agree on next steps



# SOCIAL

- Keep your physical contact with other people to a minimum during the 14 days before you travel to Japan
- **Prepare a list of the people you will spend time with regularly** while in Japan (format to be agreed with your CLO), for example, your roommate, coach, physiotherapist and immediate members of your team
  - Share the list with your CLO, who will use it to help with contact tracing if required



# THINK HYGIENE

- 
- Follow good hygiene practice – including washing your hands regularly or using hand sanitiser, and always wearing a face mask
  - Make sure you have access to enough masks to last throughout your stay in Japan. Everyone is responsible for their own supply but your NOC/NPC may provide them for you; check with your CLO
    - Follow WHO recommendations on mask wearing
    - If using fabric masks, ensure that they can be washed in high temperatures regularly, with at least two but ideally three layers:
      - Inner layer of absorbent material, such as cotton
      - Middle layer of non-woven material, such as polypropylene
      - Outer layer of non-absorbent material, such as polyester or polyester blend
    - Check the manufacturer's recommendations and health certification of the product
  - Note:
    - You will need to replace your masks as soon as they become damp and wash them once a day. You may use more masks than usual in hot and humid weather
    - Please also be aware of guidelines regarding 'Authorised Identifications' related to face mask branding  
[See WHO guidance on wearing a mask](#)

# ENTERING JAPAN

When you arrive, you must observe the instructions of the Japanese authorities and the following protocols at the airport and for your onward journey.

Physical distancing and good hygiene measures must be followed throughout your time in Japan.

Further changes may be made to procedures for entry into Japan in collaboration with the Government of Japan, based on the latest situation.



## Support from your CLO when entering Japan

- If you test positive for COVID-19 on arrival or experience any symptoms, immediately inform your CLO by phone



# TEST, TRACE AND ISOLATE

- ⊕ **Be ready to show immigration authorities:**
  - Your PVC (OIAC/PIAC), along with your passport or other travel certificate associated with your PVC
  - Negative COVID-19 test results certification (hard copy); without this you will not be allowed to enter Japan\*
  - 'Written Pledge' by Tokyo 2020 (hard copy). Without this you will be required to quarantine for 14 days
  - 'Questionnaire Web' QR Code (hard copy or screen shot)
  - Any additional documents filled out on the airplane and/or at airport
- **Activate the COCOA app** upon arrival and turn on Bluetooth
- ⊕ – Turn on location information services and location history on your smartphone, which may be needed for contact tracing  
For details, see 'Smartphone applications', page 54
- **Be ready to take a COVID-19 test (currently saliva antigen) on arrival**
  - ⊕ – Wait in the designated area for your test results, which will be processed at the airport
  - If your test results are unclear or positive, be ready to take a second test for confirmation
- **If your test results are confirmed positive**
  - You must isolate\*\* in accordance with the instructions of the Japanese health authorities
  - Immediately inform your CLO by phone; they will consult with Tokyo 2020, or with Host Town authorities if you are at a pre-Games training camp

\*Take one of two tests within 72 hours of departure. If you are travelling to Japan in the pre-Games period, take one test within 72 hours of your flight to Japan. The exact date from when two tests within 96 hours will be required will be provided to you when confirmed

\*\*For more guidance on isolation, see 'At the Games – Test, trace & isolate', page 26.

# TEST, TRACE AND ISOLATE

- **If you experience any symptoms of COVID-19**
  - Immediately inform your CLO by phone; they will consult with Tokyo 2020, or with Host Town authorities if you are at a pre-Games training camp[See WHO guidelines on COVID-19 symptoms](#)

- ⊕ **Quarantining on arrival and for the first three days**

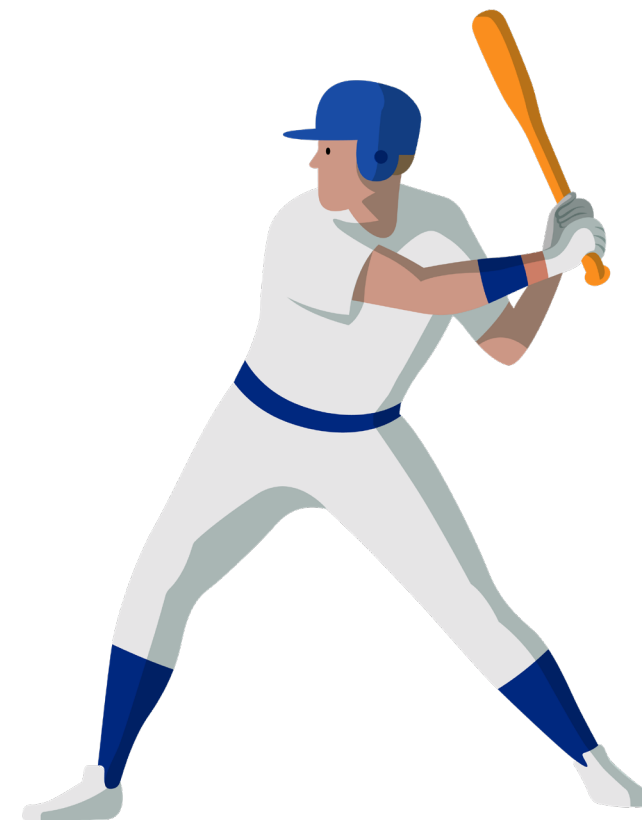
Border control measures in Japan have been revised since the first version of the Playbook released in February 2021. You must quarantine at your accommodation on arrival (the day of arrival is considered day 0) and for the next three days

However, as athletes and officials, you will have permission to perform your Games-related activities during these three days, if:

- you test negative for COVID-19 every day; and
- you operate under a higher level of supervision by Tokyo 2020

Your other option is to be quarantined at your accommodation on arrival and for the next 14 days.

- ⊕ **If you are attending a Pre-Games Training Camp,** testing implemented by Host Towns is expected to be daily. You will be tested for COVID-19 on arrival at the Olympic and Paralympic Village. The same rules apply to Satellite Villages and other athlete accommodation



# SOCIAL

- 
- Follow the instructions of Tokyo 2020 and your NOC/NPC, and move as quickly as possible through the airport
    - Do not stop to visit any shops or services, other than the Accreditation Validation Counter
    - Use the Games-specific lanes provided at official airports to minimise contact with others
  - When you arrive at the Olympic and Paralympic Village (or Satellite Village/other athlete accommodation)
    - Follow the guidance of your NOC/NPC throughout your stay
    - 'Guidelines on the Olympic Village Period of Stay' and/or 'Guidelines on the Paralympic Village Period of Stay' are available to NOCs/NPCs on Tokyo 2020 Connect
  - Use only dedicated Games vehicles – do not use public transport unless it is the only way to reach remote Games venues. For more information, see 'At the Games – Getting around', page 32

# PARALYMPIC CONSIDERATIONS

If you use a wheelchair or other mobility device that may be handled by another person under certain circumstances (for example, airline staff during travel), regularly disinfect the relevant surfaces with sanitising wipes



# + RESIDENTS OF JAPAN

## • Before the Games

- For those living in Japan, continue to follow countermeasures already in place
- 14 days prior to your arrival at the Olympic and Paralympic Village\* or participation in Games events including official training, additional countermeasures will apply
  - Download the COCOA and health reporting app. The health reporting app is scheduled to be released in June. See 'Smartphone applications', – page 54
  - Monitor your health
  - Minimise your physical contact with others
  - Adhere to countermeasures on public transport
  - Take a COVID-19 test 72 hours before you arrive at the Olympic and Paralympic Village or participate in the Games events, including official training

## • During the Games

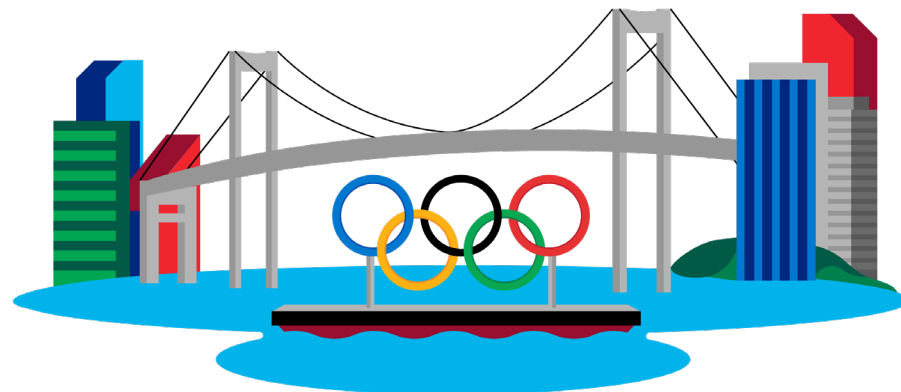
- Follow the rules described in 'At the Games', – pages 25-35



\* 'Guidelines on the Olympic Village Period of Stay' and 'Guidelines on the Paralympic Village Period of Stay' are available for your NOC/NPC for more information



# AT THE GAMES



Physical distancing and good hygiene measures (also laid out in the principles pages 5-9) must be followed throughout your time in Japan, for your own health and safety and that of all Games participants and the people of Japan.

To enable physical distancing, overall accreditation numbers have been reduced, venue operational plans adapted and access to venues restricted to what is strictly required for operational reasons.

In accordance with the Japanese authorities' requirements, you are responsible for proactively monitoring and reporting your personal health every day via the health reporting app. Information on health monitoring for residents of Japan will be provided separately.

The comprehensive screening testing regime in place is based on science and expert advice. Testing will be a crucial part of minimising transmission: used for general screening and for those identified as a close contact of a positive case; as well as used for diagnosis for those experiencing symptoms of COVID-19.

Further changes may be made in collaboration with the Government of Japan and the TMG, based on the latest situation.



## Support from your CLO at the Games

- If you test positive at the Games for COVID-19 or experience any symptoms, immediately inform your CLO, who will take you through the next steps
- Your CLO can help you upload health daily monitoring results
- If you're unclear about any of the rules, ask your CLO

# TEST, TRACE AND ISOLATE

- **Proactively monitor** your personal health every day (body temperature and any other COVID-19 symptoms) and report the results on the health reporting app (scheduled to be released in June)
  - Health monitoring protocols for residents of Japan will be provided separately

For more information, see ‘Smartphone applications’,  
– page 54

- **Prepare to have your temperature checked every time you enter a Games venue**
  - If you record a temperature of 37.5°C or higher, after a cool down period it will be checked a second time for confirmation
  - If you again record a temperature of 37.5°C or higher, you will not be permitted to enter the venue. Notify your CLO and follow their instructions. You will be taken to an isolation area to wait for further measures
  - Details on the procedure and locations for temperature checks will be included in the next Playbook



# TEST, TRACE AND ISOLATE

## + Screening testing

- In addition to tests taken before departure and on arrival in Japan, in principle you will be tested daily to minimise the risk of undetected positive cases that could transmit the virus
- The dates and times will be set by your CLO according to the sport and event schedule. Details will be confirmed in the 'Team Leaders Guide' / 'Technical Officials Guide' in May
- Testing will take place under supervision in a dedicated area in the Olympic and Paralympic Village
- The initial tests will be a saliva antigen. If the results of the first test are unclear or positive, a saliva PCR test will be conducted from the same sample of saliva
  - You will be given a deadline by which your test results will be processed, which will depend on the time of day the test is taken
  - The maximum processing time is expected to be 12 hours. If the results of the second test are unclear or positive, you and your CLO will be notified

- If you do not receive a notification by the deadline, your result was negative
- If you receive a notification, immediately go to the COVID-19 Clinic (Fever Outpatient Clinic) to take a follow-up nasopharyngeal PCR test to confirm the result. Wait there for your result (three to five hours)
- Athletes and team officials (who are accompanying athletes) staying in private accommodation must follow the same procedure as those staying in the Village
- The specific protocols for interpretation of results in complex cases will be developed by the Results Advisory Expert Group (RAEG). This group may also be called upon for interpretation of complex cases

More information regarding the communication of test appointments and results will be available when confirmed

- If you are attending a pre-Games training camp in Japan or a pre-Games Host Town exchange programme, in principle you will be also tested every day. More information on testing at pre-Games training camps will be available when confirmed

# TEST, TRACE AND ISOLATE

- **If you develop symptoms of COVID-19 during your stay**
  - Contact your CLO immediately for further instructions. You will be taken to the COVID-19 Clinic
  - If you are at a Games venue, proceed immediately to the medical station of the venue for medical examination. There will be an isolation space located close to the medical station where you will be temporarily isolated. If necessary, you will be transported to a Games designated hospital
  - If you are at the Olympic and Paralympic Village, you will be required to take a COVID-19 test at the COVID-19 Clinic (or other designated medical care facilities). Wait there for your result  
[See WHO Symptom Guidance](#)

- **If you have a confirmed positive test for COVID-19 during the Games**
  - Immediately begin isolating and inform your CLO
    - You will either be required to continue isolating or be hospitalised. You will not be allowed to compete/continue your role
    - The location and length of your isolation period will be determined by the Japanese health authorities, depending on the severity and symptoms of your infection
  - Further details on isolation such as WiFi, catering, accessibility, contacting your CLO/team etc. are being developed and will be shared when available
  - You will be discharged from isolation in accordance with the discharge guidelines in Japan



## CLO response

- Your CLO and Tokyo 2020 will work with you to confirm your activities and places you visited, from the two days before your symptoms appeared to when you were tested and started isolating, and to help identify close contacts in that period
- They will consult with the Japanese health authorities (including the local municipalities' health authorities) and Tokyo 2020 to determine further measures, such as disinfection of specific areas

More information will be provided to CLOs in May


# TEST, TRACE AND ISOLATE



## **If you are a close contact of someone with a confirmed positive test**

- Close contacts are those who have prolonged contact (for 15 minutes or more) with a person who has a confirmed positive COVID-19 test, within one metre, without wearing a face mask, from the two days before the person's symptoms appeared to when they were tested and started isolating. This is particularly applicable when such contact happens in enclosed spaces, such as hotel rooms or vehicles
- Close contact cases will be confirmed by the Japanese health authorities based on information provided by you, your organisation and Tokyo 2020
- The decision on applicable measures will be made on a case-by-case basis and will take into consideration the likelihood of you spreading the virus. To be allowed to compete and/or continue your role, you will need:
  - A positive assessment of your medical situation by the RAEG, which may take into account medical history, confirmed by the Japanese health authorities
  - Agreement from your IF
- If you are allowed to compete, enhanced countermeasures may be required, including further minimising contact with others, moving to a private room, eating meals alone, using dedicated vehicles, or separation during training and at your competition venue

# SOCIAL

- Limit your contact with other people as much as possible
  - Keep a distance of two metres from others
    - There may be times when the distance between athletes and others is less than two metres, for example on the Field of Play (FOP) and in preparation areas. Tokyo 2020, IOC/IPC and the IFs will develop and implement the necessary countermeasures
  - Keep physical interactions with others to a minimum. Avoid unnecessary forms of contact such as hugs, high-fives and handshakes
  - Keep your list of regular contacts up to date
  - Avoid enclosed spaces and crowds wherever possible
    - Avoid staying an unnecessarily long time in a space. Refrain from talking in constrained areas such as elevators
  - Eat meals keeping two metres away from others unless instructed otherwise, or eat by yourself, keeping contacts to a minimum. See 'Eating at the Olympic and Paralympic Village,' page 53
-  **Olympic and Paralympic Village access** is restricted as follows:
- Members of the NOC/NPC delegation will be granted access, dependent on accreditation privileges
  - Guest access will only be allowed for those with operational reasons, in agreement with Tokyo 2020 and the IOC/IPC
- Anti-doping procedures will operate in accordance with international standards, health and safety measures, and WADA guidelines, under the management of the International Testing Agency for the Olympic Games and the IPC for the Paralympic Games

# SOCIAL

## + Where you can go, what you can do

- You will not have access to ticketed spectator areas of venues. Seating in accredited areas such as Same Discipline Athlete seating is allowed (dependent on accreditation privileges)
- Follow only the activities you have outlined in your Activity Plan
  - You must only leave your accommodation to go to official Games venues and limited additional locations, as defined by the list of permitted destinations. Permitted destinations are those that are critical for the Games and will have COVID-19 countermeasures in place
  - Minimise contact (within one metre\*) with Games participants who have been in Japan for more than 14 days, and with residents of Japan
  - Wear a face mask at all times
  - You must not use public transport
  - You must not visit tourist areas, shops, restaurants or bars, gyms, etc
  - You are strongly encouraged to stay at accommodation provided by Tokyo 2020
- If you are staying in self-arranged accommodation, you must adhere to Playbook rules at all times and provide information to Tokyo 2020 so they can work with respective local authorities to facilitate the implementation of COVID-19 countermeasures
- If your planned accommodation is not able to confirm the implementation of all relevant COVID-19 countermeasures, you must contact Tokyo 2020 to be provided with suitable alternative options
- Locations will be supervised on a regular basis to ensure the locations and guests follow expected standards

\*two metres for athletes

# SOCIAL

## + Getting around

- You must not use public transport. You may only use dedicated Games vehicles such as buses, fleets and chartered taxis provided by Tokyo 2020 as a special service dedicated to Games participants
- All dedicated Games vehicles will operate following official Japanese hygiene protocols. They will have:
  - Mandatory face mask wearing, thorough hand sanitising and refraining from conversation
  - Measures to enable as much physical distancing as possible between passengers, depending on the vehicle
  - A partition between the driver's seat and passenger seats
  - Constant ventilation, through air conditioning
- If you have to travel by air or bullet trains to a venue in a remote city, you may do so on a limited basis. Tokyo 2020 will provide information on available flights and bullet trains

- Tokyo 2020 will manage reservations in collaboration with respective operators to ensure there is appropriate space between you and other passengers

## + Places to eat

- If you are staying at the Village, eat there, at Games venues or at other permitted destinations
- Physical distancing and sanitary measures will need to be respected at all dining facilities within the Villages and venues

See 'Eating at the Olympic and Paralympic Village',  
- page 53

- **If you are staying outside the Olympic and Paralympic Village**, considering the increased risk of infection when eating meals with others, you should avoid doing so especially with Games participants who have been in Japan for more than 14 days, and with residents of Japan
- You must only eat in one of the following places, where COVID-19 countermeasures are in place:

- Catering facilities at Games venues (as the preferred option)
- Your accommodation's restaurant
- Your room, using room service or food delivery
- Tokyo 2020 will require hotels to provide enhanced room service and grab and go options



# SOCIAL

- Additional rules may apply to your sport/role and at certain locations. See 'Sport countermeasures,' – page 47
- Additional rules will apply for Opening and Closing Ceremonies. These will be developed by Tokyo 2020 and the IOC/IPC
  - Victory Ceremonies with presentation of the medals will take place at the competition venues. Athletes and presenters will be required to wear a mask. Other specific information will be communicated closer to the Games.



# THINK HYGIENE

- 
- Wear a face mask at all times, except when training, competing, eating, drinking, sleeping or during interviews
  - ⊕ – During fitness training in the Olympic and Paralympic Village, for example at the fitness centre, you will be required to wear a face mask
  - If you feel the need to avoid the risk of heatstroke, you may remove your mask when you are outside and able to keep two metres apart from others.  
[See WHO guidance on wearing a mask](#)
  - ⊕ – Clean your hands before putting on and after taking off your mask and avoid touching your eyes, nose and mouth. If possible, wash your hands with soap and warm water for at least 30 seconds. Otherwise use hand sanitiser
  - Replace masks as soon as they become damp and wash them daily
  - A face shield is not an acceptable alternative to a mask. They should only be used to prevent infection of the eye area or in situations where wearing a mask would be impractical
  - Wash your hands regularly and thoroughly for at least 30 seconds, ideally using soap and warm water. Otherwise use hand sanitiser
  - Avoid shouting, cheering and singing – find other ways to show support or celebrate during competition, such as clapping
  - Ventilate rooms regularly where possible – at least every 30 minutes and for a period of several minutes each time
  - Avoid sharing items wherever possible. Always disinfect items that have been used previously by someone else
  - Disinfect your dining table after eating
  - Respect the rules displayed in venues and accommodation facilities, where enhanced cleaning protocols and hygiene countermeasures will be in place

# PARALYMPIC CONSIDERATIONS

- 
- The restriction of keeping two metre's distance from others will be waived for those in need of additional support, who can receive assistance from another member of their immediate circle
    - Masks should be worn at all times when providing assistance to others
    - Once aid has been given, sanitise your hands and go back to maintaining a physical distance of at least two metres from others
    - You should still try to keep physical contact to a minimum when possible
  - You may temporarily remove your mask if you are speaking or providing assistance to someone who relies on lip reading, clear sound and/or facial expressions to communicate. You should stay at a distance of minimum two metres and should put your mask back on as soon as possible
  - If you use a wheelchair or other mobility device that may be handled by another person under certain circumstances (for example drivers), regularly disinfect the relevant surfaces with sanitising wipes
  - Isolation facilities for Para athletes and team officials who test positive for COVID-19 but are asymptomatic (i.e. not requiring immediate hospitalisation) will be confirmed shortly. Accessibility requirements, as well as access for Para athletes and team officials who require additional support, are being considered and will be addressed
  - For some sports (such as Para cycling and football 5-a-side), it will be critical for pilots and coaches to shout to communicate with vision impaired athletes during competition. In those specific circumstances, shouting will be permitted, whilst wearing a mask and respecting physical distancing

# LEAVING JAPAN

The length of your stay is to be minimised to reduce the risk of infection and help ensure a safe and successful Games.

You should continue to follow the Playbook and any instruction or requirement from the Japanese authorities – including hygiene and distancing rules – throughout your departure and until you reach your destination.



## Support from your CLO when leaving Japan


- Your CLO can help confirm any COVID-19 requirements for international travel or entry into your destination country



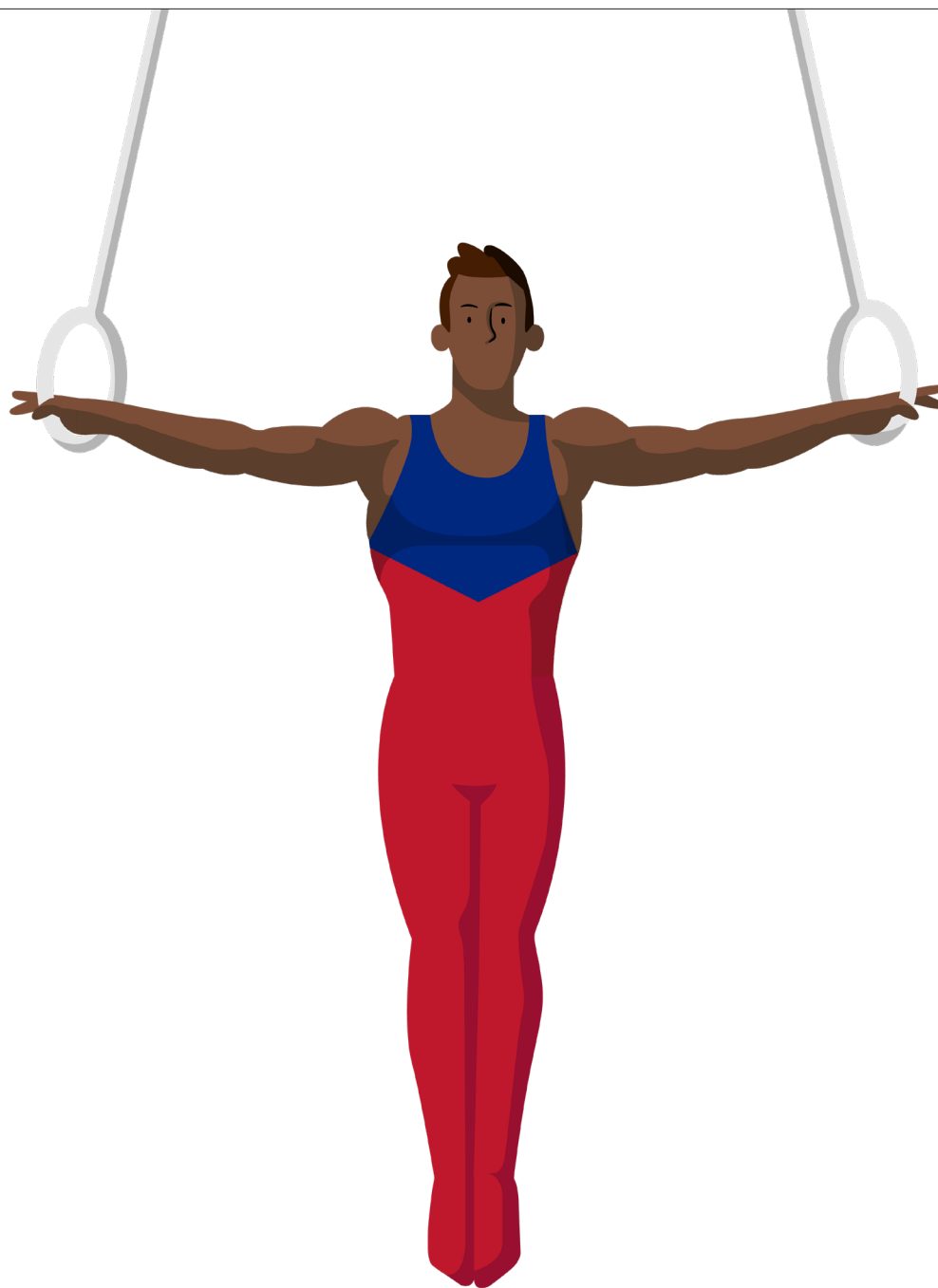
# TEST, TRACE AND ISOLATE

- 
- Follow the instructions of your NOC/NPC regarding your departure from the Olympic and Paralympic Village. Athletes and sport-specific team officials must depart no more than 48 hours after the completion of their competition or when they are eliminated (whichever is sooner). For details, see 'Guidelines on the Olympic Village Period of Stay' and 'Guidelines on the Paralympic Village Period of Stay'
  - If you are attending a post-Games Host Town exchange programme, please consult with the municipality in charge of accepting athletes
  - Make sure you know the latest entry requirements for your destination country, as well as any countries you will pass through in transit
  - Solutions will be available if you need to take a final COVID-19 test and obtain a negative test certificate for international travel or entry to your destination country
  - Travel to the airport using designated Games vehicles
  - When you arrive at your destination, follow local COVID-19 regulations, including any need to quarantine on arrival

# PARALYMPIC CONSIDERATIONS

- 
- Any Games participant staying in Tokyo and Japan after the close of the Olympic Games to participate in the Paralympic Games will have to continue following the rules and behaviours outlined in this Playbook
-  You are not required to exit Japan and re-enter the country for the Paralympic Games, but you are allowed to do so. In that case, upon re-entry for the Paralympic Games, you would begin a new 'first 14 days in Japan' period

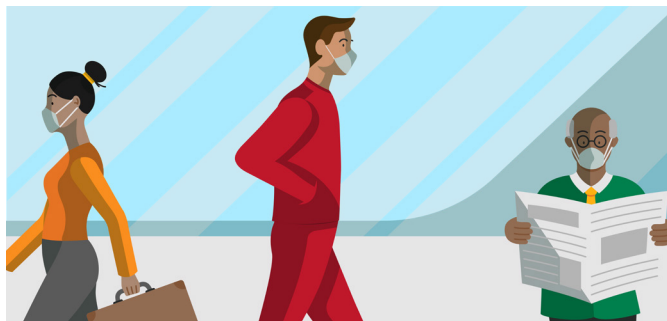
# FURTHER INFORMATION



# BEFORE YOU TRAVEL



This is Juan – a Spanish basketball player. He's due to travel to Japan on the afternoon of 19 July, to have a few days to acclimatise.



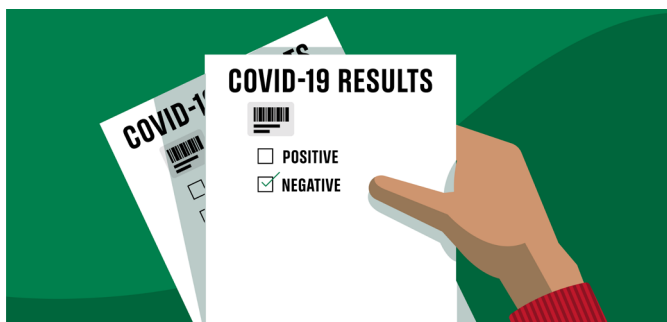
He has to get two COVID-19 tests done on two separate days within 96 hours of his departure. He's been really careful with who he's been seeing and is monitoring his health daily for the 14 days before his flight. He's confident that there will be nothing to worry about.



It's 17:00 on 15 July and Juan goes to get a COVID-19 test from an approved provider near his home. He'll check with the provider that the test certificate will have all the necessary information and will arrive in time.



It's 10:00 on 17 July. His test came back negative\* yesterday, which is great news. He's now on his way to get another test, so he'll have two valid test certificates before he travels on 19 July.

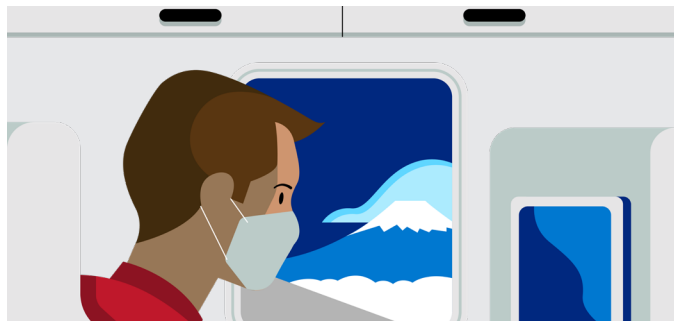


It's 09:00 on 19 July. Both Juan's tests were negative. He's got the certificates and is getting ready for his flight this afternoon. He's charging his phone, installing the necessary apps and putting all documents needed for arrival in Japan in his hand luggage.

\*If your test is positive, begin self-isolation in line with local rules and contact your COVID-19 Liaison Officer (CLO) immediately to discuss next steps.



# ENTERING JAPAN



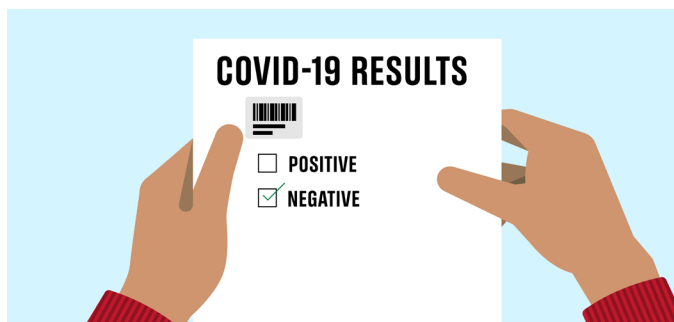
It's 10:00 on 20 July. Juan's just arrived at an airport in Japan and is about to disembark the plane. He has all his documentation and his mobile phone ready.



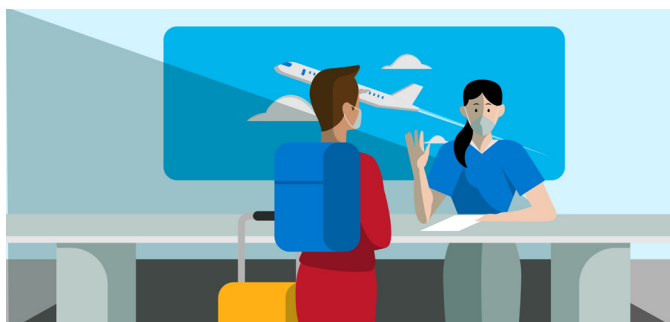
He has to show his COVID-19 documentation – including his negative test results and other necessary documents – to the Quarantine Officer as soon as he gets off the plane and goes for his COVID-19 test.



Juan has a COVID-19 test at the airport and will go to wait at the dedicated location for the results.



Juan's just been notified that his test was negative. All necessary documents are confirmed by the Quarantine Officer and he can proceed with the arrival process.

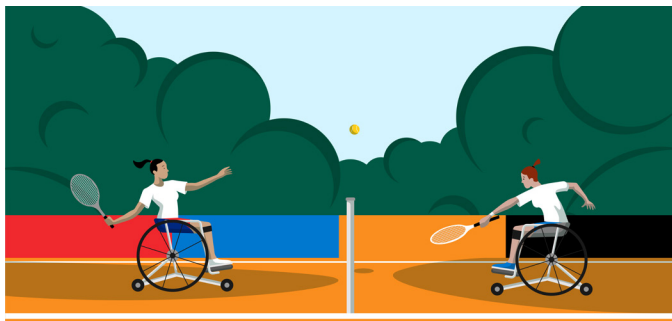


He's now ready to enter Japan. He'll validate his PVC and then show his necessary documents at immigration. Then he'll get his bags and sports equipment and move to the Olympic Village transport load zone.



Juan has his bags and sports equipment and goes to board one of the TA buses to the Olympic Village, ready for his Games to begin.

# SCREENING TESTING



Meet Lauren – a tennis player staying in the Paralympic Village.



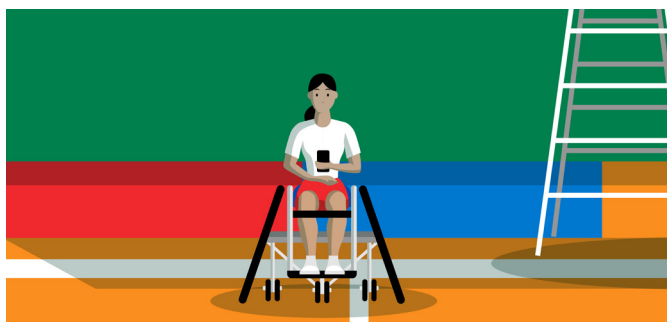
It's the evening of 28 August. Lauren's just received a notification to remind her that her next COVID-19 test is tomorrow morning. Her CLO has previously arranged the test according to her schedule.



It's 09:15 on 29 August. Lauren had early training this morning and now she's on her way to get her regular screening test. In principle, she gets tested for COVID-19 daily throughout the Games.

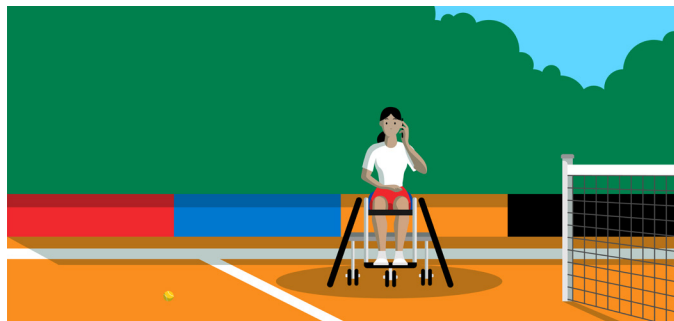


It's 10:00 and Lauren's just given one saliva sample that will be used for an antigen quantitative test. If this test is positive or unclear, the same sample will then be analysed using a PCR test.

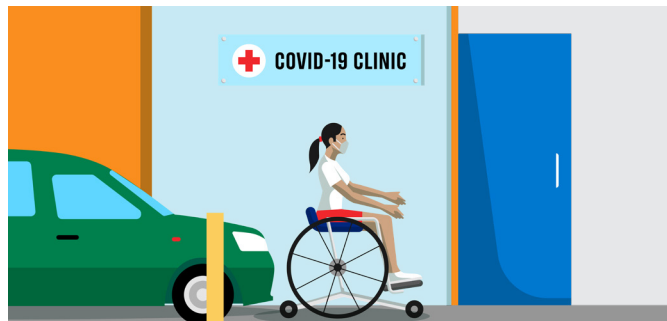


She'll only be notified if her test result is positive – she'll find out within 12 hours. If this is the case, she'll be required to do a confirmatory PCR test. She'll keep an eye on her phone just in case. Her CLO will also have access to her results. Until then, she'll carry on with her daily schedule as planned.

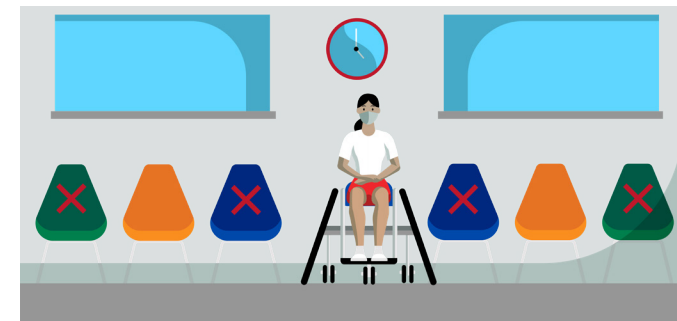
# POSITIVE RESULT



It's 16:30, Lauren's practising on court. She's spoken with her CLO and received a notification that both analyses of her regular screening test have come back positive.



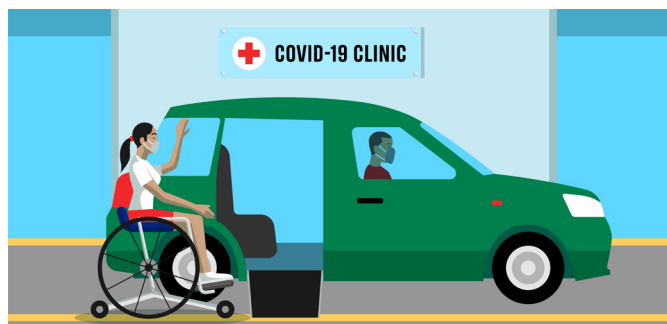
She goes straight to the COVID-19 Clinic in the Paralympic Village for a confirmatory PCR test. She's spoken to her CLO and they've organised dedicated transport to take her safely to the clinic.



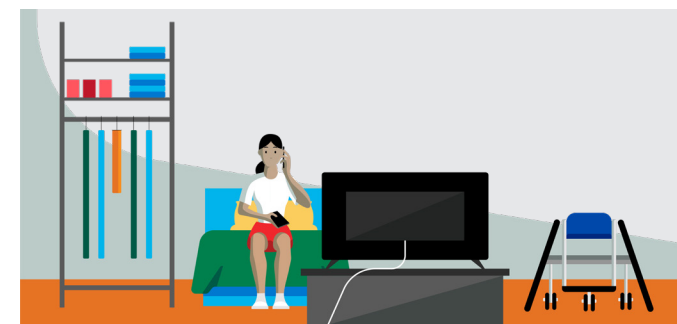
Lauren's just had the confirmatory nasopharyngeal PCR test and she's now waiting in the COVID-19 Clinic for the results. They should be ready in three to five hours.



The confirmatory test has come back positive. Lauren's really disappointed, but she knows she needs to protect the other athletes. She'll now go to an isolation facility outside of the Village, as per her CLO's instructions.



Tokyo 2020 has organised for special transport to take her to the facility. She's worried, but her CLO is in constant contact and they're arranging for her things to be taken to the facility.



Lauren's CLO will work with the Japanese health authorities to determine how long she'll need to stay in isolation. She's reassured that she'll be comfortable and able to keep in touch with her CLO, team and family and friends.

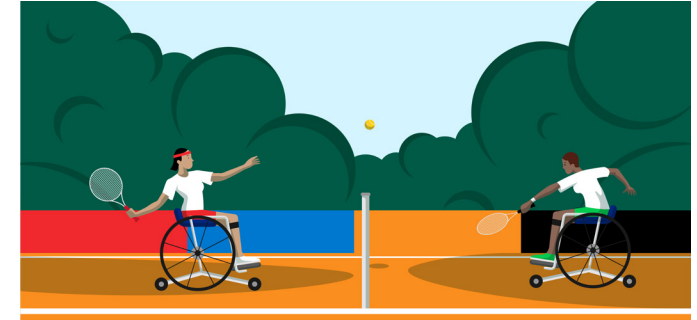
# BEING A POTENTIAL CLOSE CONTACT



This is Andrea. She's another tennis player participating in the competition. It's 14:00 on 29 August. Since she played tennis against Lauren yesterday afternoon, her CLO called to say she's potentially one of Lauren's close contacts. If she's confirmed as a close contact, she'll need to take a confirmatory nasopharyngeal PCR test at the COVID-19 Clinic.



Andrea was told by her CLO to wait for contact from the Japanese health authorities. After that, the Japanese health authorities contacted her and asked her some things over the phone (how long she was with Lauren, whether she was wearing a mask, etc.).

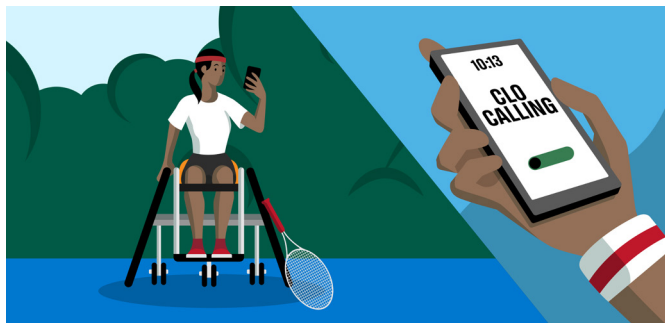


After confirming with the Japanese health authorities, Andrea's CLO told her that because she'd stayed far away from Lauren during competition, she isn't considered a close contact. She returns to her competition schedule and her next scheduled screening test will be tomorrow as planned.

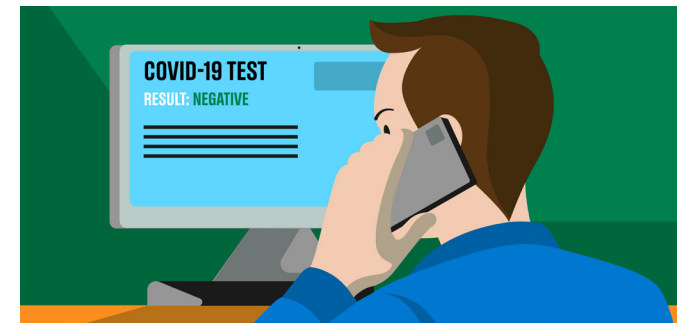
# BEING A CONFIRMED CLOSE CONTACT



This is Priya, another tennis player competing in the Games. It's 18:00 on 29 August. She's also been playing tennis with Lauren in training over the past few days.



Priya's just been informed by her CLO that following the training sessions and then a series of interviews together with Lauren, she's been confirmed as a close contact.



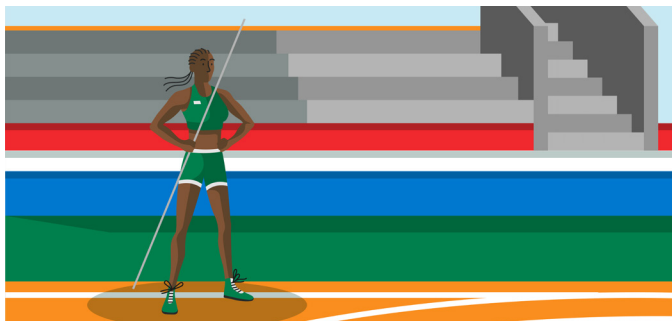
Because she was confirmed as a close contact, Priya went to get her test at the COVID-19 Clinic. They told her the results were negative. Her CLO is informed of the result and will help with next steps.



Priya's case will be reviewed\* to assess the likelihood of spreading the virus. To return to competition, she'll need to follow enhanced countermeasures, including daily negative nasopharyngeal PCR test results and further minimising contact with others, for example moving to a private room, eating meals alone, using dedicated vehicles and separation during training.

\*Please note that close contact cases will be considered on an individual basis by the Results Analysis Experts Group under the confirmation of the Japanese health authorities. The respective IF will also need to be in agreement with the decision.

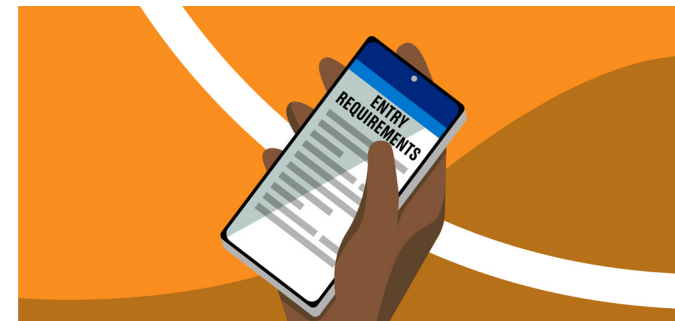
# LEAVING JAPAN



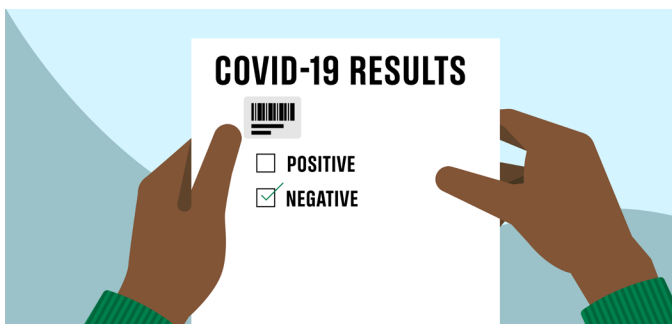
This is Aisha, competing in the Games in Athletics. It's 22:00 on 6 August. She's just finished her final event and is due to leave Japan within 48 hours. She's been speaking to her CLO to help her organise her departure.



To fly back to Nigeria, Aisha needs to have evidence of a negative COVID-19 test. It's the morning of 7 August and she's on her way to have her test.



She's been keeping an eye on the entry requirements at home, in case she has to take any additional measures when she arrives, such as quarantining. Her CLO is also fully up to speed on this and is keeping her updated.



Aisha's received the results from the test and it's negative – so she's all ready to go home tomorrow. Importantly, she has the test certificate that she needs to show to board the flight home.



At the airport, she's shown the necessary documents at the airline check-in desk and to border control staff. Everything's in order and she goes to board her flight, reflecting on a truly memorable Games.

# SPORT COUNTERMEASURES

**In addition to the Playbook principles, the following applies to sport operations at the Olympic and Paralympic Games Tokyo 2020.** Details of sport-specific adaptations are being developed by Tokyo 2020 and the IOC/IPC in collaboration with the respective International Federations. Further information will be available by the end of May within individual sport publications, including the 'Team Leaders Guide.'

## Overall principles

- To enable physical distancing, overall accreditation numbers have been reduced, venue operational plans adapted and access to venues restricted to what is strictly required for operational reasons
- Venue and area layouts will also be designed to support physical distancing, along with the use of transparent acrylic screens where needed to help prevent transmission
- Please bear this in mind when deciding whether it's necessary to access a venue or a specific area within a venue and aim to keep your stay as short as possible

- In general, all equipment must be disinfected between uses and users must disinfect their hands before and after use
- Items such as towels and drinking bottles must not be shared
- Masks must be worn by athletes when receiving a notification for doping control

## Olympic and Paralympic Village

### Sport Information Centre (SIC)

- Floor markings will be used to help with physical distancing
- Transparent acrylic panels will be installed at the desks
- Some services such as training bookings may be provided online or at competition venues only
- Printing documents is not recommended. If you do need to print something, avoid sharing documents with others unnecessarily

## Gym

- Disinfect equipment before and after use
- Athletes are required to wear a mask during fitness training in the Olympic and Paralympic Village

## Pre-competition

### Sport-specific activities such as draws, equipment inspections and weigh ins

- Activities will be held online or in open air spaces where possible
- When neither solution is available, such meetings will be held in a room with a limited number of participants to ensure physical distancing, and with appropriate ventilation

# SPORT COUNTERMEASURES

## Athlete preparation areas

### Sport Information Desk (SID)

- Floor markings will be used to help with physical distancing
- Transparent acrylic panels will be installed at the desks
- Some services such as training bookings may be provided online or at competition venues only
- Printing documents is not recommended. If you do need to print something, avoid sharing documents with others unnecessarily

### Physio areas

- Disinfect equipment before and after use
- Physios should use hand sanitiser before and after any contact with an athlete

### Ice and ice baths

- Disinfect your hands before using ice
- When using the ice baths, keep a safe distance from others and use them one at a time or in small groups, avoiding facing each other

## Towels

- Towels must not be shared and must be placed in a collection box after use

## Changing rooms

- Physical distance must be maintained when showering and changing, which may mean waiting if the area is busy
- If possible, use facilities at the Olympic and Paralympic Village instead of at the venue

## Warm up and athlete call areas

- Athletes can remove their face mask during their warm up
- An exception to the two-metre distancing rule from athletes will be made during warm up if required, for athletes and/or team officials to fulfil their role

## Athlete and technical official lounges

- Entry to the lounges will be strictly restricted to those with access privileges and a purpose to be there
- Transparent acrylic panels will be placed on the tables if physical distancing cannot be respected, if necessary to enable people to fulfil their role

- Shields will be installed in food display areas to reduce the risk of droplet exposure
- Where possible, food and drink will be served by staff. Otherwise, disposable utensils to move the food and gloves will be provided
- Communal items with many users, for example beverage dispensers, will be frequently disinfected

## Repair services

- Technicians should disinfect equipment before returning it to the athlete

## During competition

### Operational personnel on or by the Field of Play

- If it is not possible to ensure suitable physical distancing, alternative countermeasures will be in place, such as installing transparent acrylic panels
- This applies to all operational personnel on or around the FoP, such as Technical Officials and equipment technicians
- Exceptions may be made



# SPORT COUNTERMEASURES

## Athlete seating areas on or by the Field of Play

- Wear a face mask at all times
- Physical distancing between athletes on team benches will not be required
- All others must keep two metres from athletes if possible

## Sport presentation

- The wearing of masks by personnel involved with sports presentation, such as performers and announcers, will be treated on a case-by-case basis
- Announcers and interviewers must keep a distance of two metres from athletes and avoid contact at all times
- Equipment such as headsets and microphones must not be shared and must be disinfected after use
- PA equipment will be disinfected regularly if shared between people

## After competition

### Mixed zone and press conference

#### RHB

- The use of a boom microphone (a microphone attached to a pole) will be mandatory, in order to ensure the two-metre distance between athletes and interviewers is maintained
- The floor of the mixed zone will be marked at all venues to ensure physical distancing: Athlete position < two-metres > interview position
- Interviews with athletes should last no more than 90 seconds

#### Press and Broadcast

- All interviewers must wear a mask.  
Athletes can remove their mask for the interview

#### Press conferences

- Press conferences will be streamed live, with questioning via a dedicated platform

In addition to the mixed zone and press conference room, athlete interviews will be allowed in the IBC, RHB studios, standup positions, MPC and the Olympic and Paralympic Village Plaza. Please refer to the Broadcaster and Press Playbook for additional details.

## Victory Ceremonies

- Victory Ceremonies with presentation of the medals will take place at the competition venues. Athletes and presenters will be required to wear a mask. Other specific information will be communicated closer to the Games.

# VENUE COUNTERMEASURES

In addition to the Playbook principles, the following applies to venue operations at the Olympic and Paralympic Games Tokyo 2020. Details of venue-specific adaptations are being developed by Tokyo 2020 and the IOC/IPC. Any further information will be available within individual venue operating plans.

## Physical distancing

- **Separation of flows between athletes and others**
  - Athlete flows will be organised so that they do not cross with others, unless it is unavoidable for operational purposes in which case additional countermeasures are put in place, such as managed crossings
- **Ensuring physical distancing:**
  - Maintain the standard Playbook physical distancing rule of at least two metres from athletes and one metre from others. Where this is not possible, for example in elevators, capacities will be limited and conversation prohibited.
  - Workforce will be trained in managing the movement of people, including guiding and

providing directions. They will be positioned in areas where people are likely to gather – including any waiting lines – for example at Pedestrian Screening Areas (PSAs), temperature check areas, concourses, toilets, concessions, seating bowl entrances, and venue entrances and exits. They will count people going in and out, so that venues do not exceed maximum capacities

- Signage will be installed in all necessary places, including distance markers on the ground
- Droplet prevention measures (dividers/splash guards) will be installed in areas as an additional measure where physical distancing cannot be easily ensured (for example, food and beverage concessions, check-in areas, counters, work areas)

## Wearing of face masks

- Masks must be worn at all times, in all locations of venues, with the exception of training, competing, eating, drinking or during interviews in Tokyo
- Masks may be removed when eating or drinking but must be promptly replaced when finished

## Cleaning and sanitisation

- **Installation of hand sanitisers**
  - Hand sanitiser will be available at numerous points throughout each venue, including every entrance/exit, rooms where medical treatment is performed, dining areas, toilets, mixed zone, press desks and commentary positions, seating bowl staircases, concourses, work rooms, sports information desks, ice and towel distribution points, changing rooms, athlete warm up and call areas and gyms
  - Hand sanitiser will be made available to spectators in all general public areas, such as PSAs and concourses
  - Hand sanitiser will be accessible for individuals with different types of impairment

# VENUE COUNTERMEASURES

## • Disinfection operations

- Doorknobs, switch panels, handrails, desks, elevator buttons, eating surfaces and other areas where high frequency contact is expected will be disinfected regularly
- You should disinfect items such as tables after eating and shared equipment (such as microphones, sports equipment, physio beds) before and after use

## Signage and announcements

- Comprehensive dedicated signage (including pictograms) will be installed to support and enforce the respect of countermeasures (mask wearing, physical distancing, hygiene, disinfection, behaviour in the seating bowl, etc). This will include appropriate accessible signage for visually impaired people
- Messaging will also be delivered via public address and videoboards

## Venue entrance: PSA & Vehicle Screening Area (VSA) Operations (\*) – Temperature screening procedure

### • Temperature measurement when entering a venue (\*Under coordination)

- Everyone will have their temperature checked before entering a venue.
- The first temperature measurement area will be in front of the entrance of each venue, before the PSA or VSA. Temperature will be measured by thermography or non-contact thermometer
  - If the temperature taken is 37.5°C or higher, it will be taken again with a non-contact thermometer
  - If the temperature again measures 37.5°C or higher, you will move to the secondary temperature measurement area
- In the secondary temperature measurement area, after a short rest, your temperature will be checked again, twice maximum, measured with a contact or noncontact thermometer
  - If your temperature is 37.5°C or higher, you will not be allowed to enter the venue

- The location of each temperature measurement area may be different for each venue

## Isolation spaces

- There will be an isolation space at each venue, located close to the relevant medical station
- If you have a fever, other COVID-19 symptoms or any symptoms of illness, you will be temporarily isolated in this space

# VENUE COUNTERMEASURES

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## Food and beverage operations

Be extra vigilant when eating and drinking, when the risk of infection is high. Additional measures in the food and beverage areas (concessions and concourses, seating bowl areas, lounges, workforce dining, accredited stakeholders catering areas, etc.) will include:

- Installation of droplet-prevention measures (for example, dividers/splash guards)
- Installation of hand sanitiser dispensers at the entrance and reception
- Regular disinfection and cleaning of tables
- Signage, for example, rules for washing hands, wearing masks etc.
- Disinfection of water dispensers and microwaves
- Installation of floor markings in waiting line areas (at least one metre physical distancing)
- Ventilation of the area
- Workforce wearing gloves
- Installation of hand-washing soap (pump type)
- Eating outside the dining area whenever possible, to avoid 3Cs (Crowded Places, Close-contact Settings, Confined and Enclosed Spaces)

# EATING AT THE OLYMPIC AND PARALYMPIC VILLAGE

In addition to the Playbook principles, the following applies to the Olympic and Paralympic Village Main Dining Hall. Further details are being developed by Tokyo 2020 and the IOC/IPC to be shared with NOCs/NPCs.

## Avoiding congestion at the Main Dining Hall:

- Menus will be made available in advance via smartphone app
- Congestion levels on each floor will be communicated regularly via smartphone app
- Diners should keep mealtimes as short as possible and leave as soon as they have finished eating
- Breakfast will also be offered at:  
Casual dining: 'Menus of the World' corner in Main Dining, from 06:00-10:00
- Grab and Go stations: An expanded selection of menu items will be offered
- Athletes and team officials who are not competing on a given day should adjust their dining times to avoid busy periods
- Seating capacity will be limited to allow for physical distancing – for example, a table for six will be adjusted to seat four people

## Measures at food and beverage stations:

- Hand sanitisers will be installed in key areas, including entrances, exits and near service lines. Staff and signage will be used to remind diners (and staff) to disinfect their hands
- Signage and floor markings will be used to help ensure physical distancing is maintained in waiting lines
- When serving food, staff will be required to wear masks, use gloves and maintain their distance as much as possible
- Clear plastic dividers will be used in places where physical distancing will be more difficult (for example, serving stations)
- Shared objects and frequently touched surfaces will be disinfected regularly by staff
- Thorough ventilation will be in operation to increase air circulation

## Athletes and team officials will be asked to:

- Wear a face mask at all times, except when eating and drinking
- Disinfect their hands regularly when entering and leaving, and before taking food and eating, using hand sanitisers provided
- When waiting in line, keep at least one metre\* from the person in front, as indicated by floor markings
- After eating, use a sanitising wipe provided to clean your table and seating area. This is in addition to the full cleaning which will be performed by staff

\*two metres for athletes

# SMARTPHONE APPLICATIONS (APPS)

## Applications

Every visitor to Japan is required to have a smartphone and to download and use two smartphone applications ('apps'): a health reporting app and a Contact Confirming App (COCOA). These will support entry to Japan, daily health reporting and contact tracing in case of having close contact with somebody who has COVID-19. An overview of each app is provided below.

## Health reporting app

### Overview

The health reporting app is currently under development by the Government of Japan and scheduled to be released in June.

For Tokyo 2020, this health reporting app also supports infection prevention at venues and measures to prevent the outbreak of clusters.

You will need to download and install this app before you travel to Japan, to input daily health information after your arrival and some information required when entering Japan.

As a Games participant, to start using the app after downloading it you will need to input your OIAC/PIAC card number and an access code from the Tokyo 2020 Infection Control Support System (ICON). See page 56 for more information

## Functions

### Daily health reporting

You will need to input your daily body temperature (taken by a thermometer) and whether or not you have any other COVID-19 related symptoms after entry to Japan. This information will be transferred to Tokyo 2020 ICON under strict data management, and monitored by each organisation's CLO and the responsible Functional Area in Tokyo 2020 to help prevent the spread of COVID-19.

### Functions for immigration

It also has the functions equivalent to the '[Questionnaire web](#)', required at the time of entry.

## Languages

English, Japanese, French, Chinese (Simplified), Spanish and Korean.

## Privacy policy and data protection

A privacy policy will be prepared in accordance with the rule of the Personal Information Protection Law in Japan, on the premise of giving consideration to the privacy of each person.

## Download links

The app will be released in June.

# SMARTPHONE APPLICATIONS (APPS)

## Contact Confirming App (COCOA)

### Overview

The COCOA app enables you to receive notifications about the possibility of contact with someone infected with COVID-19, while ensuring anonymity for your privacy. The app was released in June 2020. It uses the short-range communication (Bluetooth) function on smartphones and the Exposure Notification framework developed by Google and Apple, adopted by many countries for a similar purpose.

You are not asked to enter your name, phone number, e-mail address or other information that could identify you. Information on close contact with other smartphones is encrypted and recorded only in your smartphone and is automatically disabled after 14 days. Administrative agencies or third parties will not use or collect contact records or personal information.

You need to activate COCOA on arrival.

[Download more information about COCOA in English](#)

### Language

At the moment, Japanese, English and Chinese are supported. The final supported languages for the Games are to be confirmed.

### Download links

Download COCOA using the following links:

[Download from App Store](#)

[Download from Play Store](#)

[Privacy Policy](#)

[Terms and Conditions of Use](#)

### GPS location information storage

In the event that an infection is found, the GPS function of your smartphone (Android/iOS) will be used to save your location information, in order to support the contact tracing process of Japanese health authorities. When entering Japan, please set the GPS function of your phone in accordance with the immigration procedure of the Government of Japan. This feature of your phone will only use a small amount of battery and a small amount of memory to store location information.

# TOKYO 2020 INFECTION CONTROL SUPPORT SYSTEM (ICON)

## Overview

The Tokyo 2020 Infection Control Support System (Tokyo 2020 ICON) has been introduced by Tokyo 2020 as a COVID-19 countermeasure, and is scheduled to be released at the end of May.

Each NOC/NPC's CLO(s) will be able to submit all documents required to enter Japan (for example, the Activity Plans of their delegation) to Tokyo 2020 using this system. It will also be used to check daily health reporting and reports of positive COVID-19 test results. Comprehensive training and support will be available to CLOs in May.

## Health reporting app access code

To get your access code for the health reporting app, go to the access code issuing area within ICON and follow the instructions. You will need to enter details of the same identification used when applying for your accreditation card (passport number/driver's license number/my number card/residence card), and to agree to Tokyo 2020 ICON terms and conditions.



# FREQUENTLY ASKED QUESTIONS ON SMARTPHONE APPLICATIONS

**Q1. What about those without smartphones?**

**A1.** All visitors to Japan are required to have a smartphone. In the exceptional case of someone arriving without one, an alternative solution will be explored. All athletes will receive a Samsung smartphone at the Olympic and Paralympic Village.

**Q2. I am already using a contact tracing app in my base country. Do I also need to install COCOA? And if so, how do I switch to COCOA?**

**A2.** Yes, the Government of Japan requires you to install COCOA. If you already have a contact tracing app installed that uses the Exposure Notification (EN) framework of Apple and Google, you will need to turn it off before COCOA will work.

**Q3. If I am notified by an app that I was in contact with an infected person, what do I do?**

**A3.** Let your CLO know immediately. They will tell you the next measures to take.

**Q4. When should I start reporting my health status using the health reporting app?**

**A4.** Please input your health information just after you enter Japan.

**Q5. When should I start to use the health reporting app if I am already in Japan at the time of the release of the health reporting app? Is it necessary if I have been in Japan for more than 14 days?**

**A5.** Please input your health condition using the health reporting app fourteen days before. For more information, refer to 'At the Games - Residents of Japan' – page 24

**Q6. What if I cannot download the specified app?**

**A6.** For countries where the app cannot be downloaded, Tokyo 2020 functional area will separately inform you how to download and install the app.

**Q7. Can I install/transfer the apps onto a second Japanese phone after arrival (for example, a rate card phone or an athlete phone)? How?**

**A7.** Yes, you can. You can transfer the data by scanning the QR code on the first phone by the second phone.

**Q8. Will people with disabilities be able to use the apps?**

**A8.** Yes, you will be able to use the apps using the voice read-aloud function on iPhone/Android OS.

# VACCINES

Vaccines are one of the tools available in the toolbox. The IOC and IPC continue to strongly support the national immunisation priorities established by respective governments.

When vaccines are made available to a broader public, the IOC calls for Olympic, Paralympic teams and for any stakeholder group participating at the Games to be vaccinated. Therefore, the IOC and the IPC are working with the NOCs and NPCs to encourage and assist their athletes, officials and Games stakeholders residing in their territories to get vaccinated in their home countries in line with national immunisation guidelines, before they go to Japan. This is to contribute to the safe environment of the Games, but also out of respect for the residents of Japan.

Many national governments have already taken positive steps in this respect and are in consultation with their NOCs and NPCs to vaccinate Games participants.

**Please note:** While we encourage everyone coming to Tokyo to get vaccinated if this is possible in line with the national immunisation guidelines of your country, you will not be required to have received a vaccine in order to participate in the Games – and all of the rules outlined in this Playbook will apply, whether or not you have received the vaccine.

# COMPLIANCE AND CONSEQUENCES

The measures documented in this Playbook have been established based on latest scientific evidence, expert advice and lessons from other international events. We draw to your attention that risks and impacts may not be fully eliminated and that you agree to attend the Olympic and Paralympic Games at your own risk. We trust that these measures are proportionate to mitigate the above-mentioned risks and impacts and we fully count on your support to comply with them.

As part of the accreditation process and related documents for the Olympic and Paralympic Games, your organisation will bring some information relating to these measures to your attention: in particular, that compliance with the rules of the Playbook is necessary in order for you to be granted your accreditation and maintain it; and that, in some cases, these measures may also involve the processing of your personal information, including health-related information.

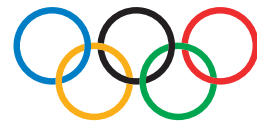
In light of the above, we count on you to ensure that you have read carefully and understood the content of this Playbook (including any further updates there to) and abide by the rules contained therein, as well as with

any further instructions that may be issued by the Japanese authorities, the IOC, the IPC, Tokyo 2020 and/or your organisation. Your compliance with such rules and instructions is key to successfully achieve our common objective: to ensure that the health of all the participants in the Olympic and Paralympic Games are protected, and that the Games are safely staged.

## **Non-compliance with the Playbook**

Non-compliance with the rules contained in this Playbook may expose you to consequences that may have an impact on your participation in the Olympic and Paralympic Games, your access to Games venues and, in some cases, on your participation in competitions. Failure to comply with these rules, such as the intentional refusal to take a test, may result in disciplinary consequences, such as the withdrawal of your accreditation and right to participate in the Olympic and Paralympic Games.

Please be aware that some of the measures described in the Playbook, such as those related to the entry into and departure from Japan, are under the jurisdiction of the Japanese authorities. In the event of a breach of these measures, there may be consequences imposed upon you, such as being subject to quarantine for 14 days, or procedures for revocation of your permit of stay in Japan.



International  
Olympic  
Committee



**INTERNATIONAL  
PARALYMPIC  
COMMITTEE**



**TOKYO 2020**



**TOKYO 2020**  
PARALYMPIC GAMES



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