



COVID – 19

PHASE II

# Re-Opening Manual

Updated June 2, 2020





### New Jersey Motorsports Park COVID-19 Plan

New Jersey Motorsports Park (NJMP) is a PRIVATE 500-acre open space entertainment facility located in Millville, New Jersey of Cumberland County.

Most of the activity at NJMP takes place outside and is perfectly set up for social distancing activities. These activities take place with single participants and have a natural element of social distancing. Cars, bikes and karts are driven around a 2-mile open air track by one individual inside their own cars, bikes or karts.

The NJMP facility allows participants the opportunity to enjoy safe and controlled outside private activities while following the increased safety steps established by NJMP:

- 100% Managed and Controlled Social Distancing Policy
- COVID-19 Compliance Manager on property for each NJMP Event
- Track Partners are required to identify a COVID-19 Compliance Manager
- Track Partners are required to follow NJMP Manual and provide an approved Track Partner specific Manual
- Hand Washing Stations at all locations
- Masks will be worn by EVERYONE entering NJMP
- Dedicated Staff to monitor and clean touch spots and areas
- Established Standard Operating Procedures
- COV-19 Signage at front entrance and in all areas of facility
- Maintain strict and required 100% compliant 6 foot + social distancing policies
- Cleaning and Disinfecting of Facility (see CDC Recommended Facility Action Step Attachment)
- Vehicle on track be limited to one person per car/bike
- All permitted attendees into facility must have masks and follow SOP
- Any inside activities will follow the directive of State of NJ Government guideline and timeline
- All required meetings to take place outside following social distancing policy and not inside buildings
- All staff and security staff to travel separately and individually in vehicles
- Safety and Emergency Workers will work single at stations
- Facility has large restroom facilities which will be frequently cleaned and rotated for controlled use

New Jersey Motorsports Park LLC is committed to providing a safe, healthy, and productive work and activity environment. Consistent with this commitment, it is the intent of the Company to share steps we are taking to protect the health and well-being of NJMP staff and guests.

NJMP is closely tracking guidance from the Centers for Disease Control (CDC), World Health Organization (WHO), and the local/state Health Departments.

Our team has established internal resources, as well as action plans to further enhance our existing cleaning, sanitation, and safety protocols. This includes, but is not limited to, significantly increasing the frequency in which we are sanitizing our “high touch surfaces” such as doorknobs, tables, restrooms, meeting rooms, karts, helmets, and common touch areas.

Safety has always been, and will continue to be, our top priority. During the midst of the Coronavirus outbreak, our team has taken significant additional measures to ensure that the safety of our team members and guests remain uninterrupted.

**Practices include but not limited to:**

- Facilities within the park are cleaned/sanitized daily
- Carefully monitoring our cleaning inventory and supplies to ensure teams have what they need
- Soap and hand sanitizers are located throughout the park and available to staff and guests
- Employees who have symptoms of illness are required to stay home

**Required key precautions for all staff and guests:**

- Social Distancing (keeping a safe distance from others)
- Hand Hygiene (washing hands for at least 20 seconds with soap & water)
- Daily Environment Cleaning using household disinfectants
- Avoid Spreading Respiratory Droplets Coughing/Sneezing into a disposable tissue or into inter-elbow

# Facility Standard Operating Procedures

## COVID Standards and Procedures

### General

- All events will remain private with no Facility Access Fees or “visitors” or FANS
- Strictly enforce no gatherings of 25 people
- Only employees allowed on property are those essential to administering the event
- At no time or place (indoors or outdoors) may people gather in large groups.
- No advertising of these events on social media by the guests or staff
- All members must maintain a minimum of 6’ social distancing
- No meetings or gatherings to be held
- Driver / Riders meetings can be held over the PA system, ZOOM or people can tune their FM radios to hear the PA.
- As an employee if you do not feel comfortable being at work or around others then please advise
- If you would like to have rubber gloves and or face masks then please advise.
- If anyone is observed as violating these standards please ask them nicely to comply with the CDC guidelines and the posted signage. Anyone not following guidelines will be required to leave the facility immediately
- No one – including employees and event members – who has experienced any of the following symptoms at any time during the 14 days preceding event, or who is a household member, intimate partner or caregiver of anyone who has experienced these symptoms, may enter the property – fever, cough, shortness of breath, persistent pain or pressure in chest, confusion, or bluish lips or face. Any employee who is or has experienced any of the above symptoms must notify his or her supervisor immediately. Anyone who begins experiencing any of the above symptoms during an event must leave the facility immediately.
- Practice the following safeguards as recommended by the CDC:
  - Wash your hands often with soap and water for at least 20 seconds. Use hand sanitizer with at least 60% alcohol if soap and water are not available.
  - Avoid touching your eyes, nose, and mouth with unwashed hands.
  - Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow. Throw used tissues in the trash and immediately wash hands with soap and water for at least 20 seconds. If soap and water are not available, use hand sanitizer follow CDC requirements. Learn more about [coughing and sneezing](#) etiquette on the CDC website.
  - Clean AND disinfect frequently touched objects and surfaces such as workstations, keyboards, telephones, handrails, and doorknobs. Dirty surfaces can be cleaned with soap and water prior to disinfection. To disinfect, use [products that meet EPA’s criteria for use against SARS-CoV-2external icon](#), the cause of COVID-19, and are appropriate for the surface.
- Avoid using other employees’ phones, desks, offices, or other work tools and equipment, when possible. If necessary, clean and disinfect them before and after use.
- Direct employees to visit the coughing and sneezing etiquette and clean hands webpage for more information.

### Security Gate

- Security will work directly with the Private Renter to establish who is critical to the Event. Once that list is established then anyone not on that list will not be allowed to enter the Property.
- Staff will work the gate making sure those that are on property are either on the list or required to be here

- Anyone working the gate will wear gloves for all interactions with signing the waiver and or mask if they feel that is needed
- Stay in gatehouse opening to pass the clip board to maintain a 6-foot distance.
- NJMP is closed to the public and is only accepting private groups and their guests

### **Emergency Service**

- Windows to remain down in the trucks as best as possible
- People indoors need to maintain 6 foot spacing
- Clean the radios that were used at the end of the day
- Clean all vehicle surfaces used at the end of the day
- Cleaning supplies will be provided to regularly wash down surfaces
- Notify Management if anyone is complaining or showing any symptoms associated with Covid-19

### **Safety Workers**

- Once staff collect their radios, have them go to their stations. All radios to be sanitized at the end of the day
- Any instructions for the day can be given on the radio CH1 by Control
- Corner workers to stay at station for lunch. Clean all radios used at the end of the day

### **Maintenance**

- If track repairs are needed then please work with available staff
- No gathering in the break room
- Staff will be required to ride solo in the trucks
- Clean all tools, radios, steering wheels, and surfaces used at the end of the day

### **Food & Beverage**

- Line Pub will off takeout service via Take Out app
- Beginning June 15, NJMP will offer outside dining following state requirements
- All meals and beverages need to be in delivery or take out form. Concession will convert to vending locations and allow only 3 participants in each room at a time
- No congregating of any sorts by guests
- All food needs to go through NJMP, and any group catering or outside catering is strictly prohibited
- No outside grills or group meals are permitted
- Continuously clean all equipment and surfaces used throughout the day.

### **Lodging – VIP Suites**

- All VIP Suite Rentals must be pre-paid and reserved on-line. There will be no in-room cleaning service.
- VIP Suites may be occupied by one guest only unless family member or romantic partners
- Check In is 7pm and Check out is 3pm
- NJMP will NOT provide turn down service or enter the room to clean or replace supplies
- Upon departure, rooms will not be rented for 24 Hours to allow for proper cleaning
- Provide disinfectant bottles and gloves to all Departments so they can self-clean their areas.
- Indoor Areas

### **Garages**

- Lightning Garage will remain closed and not available
- Thunderbolt VIP Garages will offer every other garage and limited to one car or bike per garage
- Event Garages will serve as a shade relief area and will have all garage doors always open. Social distancing is required, and NO cars, bike or organized meeting are permitted

### **Camping**

- Camping will be permitted in Thunderbolt and Lightning Paddock. Sorry no showers are available
- Proper social distancing is mandatory
- Entry into the paddock is available beginning 7pm before date of event and not before

**Rest Rooms**

- Rest rooms are limited to Thunderbolt Event Garage, Lightning Building and Karting Restrooms only. Capacity is limited to 3 at Karting and Lightning and 5 at Thunderbolt.

**Karting**

- Karting will be limited to PRIVATE Events only
- Arrive 'n' Drive or Private Instruction will not be permitted
- Helmet, karts, and uniforms will be limited to one person per day to allow for proper cleaning and sanitizing.
- All participants will be required to be pre-paid, registered and arranged through NJMP software registration site



# COVID – 19 Track Partner Agreement

## Track Renter Private Group Acknowledgement

Track Partner Required Rules and Regulations:

1. Responsible for 100% enforcement of COVID-19 Rules and Regulations
2. Provide an approved COVID-19 Plan specific to track program to NJMP with 72 hours prior to event
3. Assign Compliance Manager and provide contact name and cell number to NJMP for compliance responsibility
4. Understand that any participant not following program will be removed from property by Track Partner
5. Enforce all COVID-19 Guidelines including CDC and NJMP COVID-19 Regulations
6. Track Renter must require all participants and staff to sign NJMP Waiver and COVID-19 Waiver
7. Track Renter understands that no group catering, BBQs, Food Trucks, or group dining are permitted. The only food service that is available is the Finish Line Pub Take-Out Menu and Vending when available. Participants are permitted to bring in individual meals and drinks for personal consumption
8. Track Renter understands all track days will remain private with no Facility Access Fees or “visitors.”
9. All participants must be pre-paid
10. Track Renter must provide to NJMP a full list of participants attending event. This must be provided 24 hours in advance of opening gates.
11. Only participants, employees, crew, or those essential to administering the event, and on the approved list will be permitted on property. There are no exceptions to this procedure.

Track renter acknowledges the above requirements and have read the NJMP COVID-19 Manual in full and understanding the responsibility to enforce ALL guidelines

\_\_\_\_\_  
Print Name of Track Renter

\_\_\_\_\_  
Signature of Track Renter Representative

\_\_\_\_\_  
Date



## EXHIBIT E

# Facility Contact Information

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