



FEI COMMUNICATION VII

Dear FEI Tokyo Paralympic Games delegation members,

The Paralympic Games have begun! And from a Covid-19 countermeasures perspectives, it's already time to plan your departure from Tokyo... Just like you were required to follow a pre-travel testing protocol to satisfy the entry requirements set by the government of Japan, you will now need to comply with your airline, transit country (if applicable) and destination country's requirements before you can board your return flight. This FEI CLO Communication VI explains how to do this and also outlines the other actions required from you for this final chapter of your Tokyo 2020 experience.

Please make sure to read this document in conjunction with its attachments: "Pre-Departure Testing" and "Japan-certified PCR testing clinics".

If unsure after reading, please contact us: covid.tokyo.paralympics@fei.org.

Kind regards,

Your FEI Covid-19 Liaison Officer team

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I. PRE-DEPARTURE TESTING

Before you leave Japan you will need to ensure that you comply with your airline, transit country (if applicable) and destination country entry requirements with respect to Covid-19.

1. Finding out which requirements apply to you

Requirements vary from country to country and between airlines. Therefore, your first step is to check your airline, transit country (if applicable) and destination country's official websites and note down their requirements.

Most countries and airlines require a proof of a negative Covid-19 tests taken during a specific time window before the flight/entry in the country.

In some countries no negative Covid-19 test result is required for those who are able to present a proof of their full Covid-19 vaccination status and/or recovery from having contracted Covid-19.

If a negative Covid-19 test is required in your case, take note of the type of test and the time window for taking the test.

1. Getting tested

1.1. Where to get tested

Depending on the type of test certificate needed, you have three options to carry out the test:

- **Self-testing using the kits distributed on the venue by Tokyo 2020 (free)**

You can use this option for all cases where Saliva PCR test certificates are accepted.

Testing kits distribution & collection site on Equestrian Park:

Ari's Office (beside the Dining room) or Transport Pickup Office

Operation Hours: 7:00 -19:00

The sample collection and online registration procedure are the same as those used for your daily testing:

- Register your sample barcode number and their accreditation number here: (<https://2020pcr.kinoshita-group.co.jp/users-test/register>). Carefully enter your accreditation number, date of birth, and barcode number before submitting your sample. Please make a screenshot of a registration page and take a photo of the barcode of the test sample to keep as a record of your submission.
- Deadlines for submission of the samples:

12:00 to receive results by 08:00 of the next day

19:00 to receive results by 19:00 of the next day

Please note that the last day of testing through the Tokyo 2020 programme will be 8 September 2021.

- **Self-testing, using the Meenta kits provided by the FEI (free)**

You can use this option for all cases where Nasopharyngeal NAAT-LAMP test certificates are accepted. The sample collection and online registration procedure are the same as those used for your daily testing.

If you need a Meenta test kit please ask the FEI CLO.

- **Taking a test at a nearby facility (self-pay)**

Where Nasopharyngeal PCR or IgM Antibodies tests are required, you will have to take a test at a facility outside the Tokyo 2020 venue. Below are two addresses near the venue. A list of all testing facilities is attached to this letter.

Futaba Clinic (<https://futaba-cl.com/index.html>)

Setagaya-ku 2-8-11, Sangenjaya

03-3410-2700

15min by car from Baji Koen

OPEN 9:00-12:30 16:00-18:30

Karugamo Clinic (<https://www.karugamo-cl.jp/>)

2-25-4-2F Sakuragaoka, Setagaya-ku

03-5426-2220

10min by car from Baji Koen

	Mon	Tue	Wed	Thu	Fri	Sat	Sun
8:30-12:00	Open	Open	Open	Open		◎	◎
15:30-18:00	Open	Open	Open	Closed	Closed	Closed	Closed

2.2. When to take the test

To determine when to test, you need to consider:

- 1- The testing window depending on the airline/ country requirement (e.g. 72 hours before your flight); and,
- 2- The time needed for your certificate to be issued, which depends on the type of test.

If unsure, contact your CLO or a deputy CLO. You will find their contact details at:

<https://inside.fei.org/fei/games/paralympic/tokyo-2020/clo>).

2. Obtaining your negative test result certificate

Please refer to the document "Pre-Departure testing" which is attached to this letter for details on how to register your sample and obtain your negative tests result certificate. Contact your CLO or a deputy CLO if unsure.

II. GETTING READY TO LEAVE

Please make sure to:

- Three days before departure, request your transport to the airport using this document's Annex 1.
- Confirm the departure airport (Narita or Haneda) carefully before going to the airport.
- Obtain a negative certificate before you leave for the airport. If it is impossible, you can get it at the airport by making a reservation in advance, however, it may take a long time for reception and to wait for the result, therefore you may not be able to board your flight.
- Arrive and check in at the departure airport 2.5 hours before your flight.
- Check with your CLO in advance to prepare the documents (passport, negative certificate, etc.) required for departure. At the check-in counter, you should remove the documents from your bag in advance so that they can be shown to the staff immediately.

II. COVID-19 MONITORING POST-TOKYO 2020

You are required to immediately report to your CLO (covid.tokyo.paralympics@fei.org) any Covid-19 related symptoms¹ or positive test you may experience or receive during the 14 days following your departure from Japan.

This will enable your CLO to report back to Tokyo 2020 for contact tracing purposes.

III. NOTE FOR DELEGATES STAYING IN JAPAN OVER 14 DAYS AND FOR DOMESTIC DELEGATES

Please carefully read the following message from Tokyo 2020:

1. Activities of stakeholders from overseas after the first 14 days of entering Japan

In view of the current COVID-19 situation in Japan, a State of Emergency has been declared in Tokyo and 12 other prefectures. Under the Declaration of Emergency, residents in Japan are required to refrain from going out for any unnecessary or non-urgent reasons and from moving between prefectures. Due to the severity of the situation, even after their first 14 days in Japan, Paralympic Games stakeholders from overseas are now requested to continue to limit their activities—to the greatest extent possible—to those activities that are essential to their Games role. The countermeasures outlined in the Playbooks have been proven to successfully prevent the spread of COVID-19. The safe delivery of the Paralympic Games depends on the actions we take as individuals. We all have a responsibility to take whatever measures we can to protect ourselves and those around us.

Throughout the entirety of their stay in Japan, all Games stakeholders have a requirement to:

- Wear at all times a mask that covers the nose and mouth, except when eating, drinking sleeping, training or competing
- Wash hands and use hand sanitizer frequently
- Avoid physical contact, including hugs and handshakes
- Keep two metres' distance from athletes and at least one metre from others, including in operational spaces
- Respect the reminders of staff, volunteers, and other participants to abide by the COVID-19 countermeasures.

¹ see [WHO guidelines on COVID-19 symptoms](#)

1.1 Permitted Activities for Athlete/Team Officials and International Federations

As per the Playbooks, there is no difference between the activities permitted within the first 14 days and after the first 14 days in Japan. Please ensure you understand and comply with all rules outlined in your Playbook.

Athletes and Team Officials are not allowed to leave the Paralympic Village, Cycling Accommodations or their hotels except for competitions, trainings, and interviews, and are not allowed to shop at convenience stores outside their accommodations. An infringement of any rules contained in the Playbook may expose you to a range of potential consequences.

2.2 Guidelines for Other Stakeholders

(1) Requested actions for all stakeholders to take:

- Eating meals

After the first 14 days, we strongly recommend you continue dining at the Games facilities and hotel restaurants.

It is safest to eat by yourself. However, if eating in a group, minimise the size and also avoid speaking without masks.

In particular, strictly refrain from patronising any restaurants, etc. that do not follow the guidelines of the Declaration of Emergency (those adhering to the guidelines don't serve alcohol and close before 20 o'clock.)

- Activities

We strongly request that you limit your movements to primarily Paralympic Games venues and minimise your interaction with non-Games participants.

In principle, business outings should be limited to those Games-related facilities listed in the List of Permitted Destinations. Visits to company offices, branch offices, etc. are allowed if necessary for business purposes, as well as the purchase of daily necessities such as food and medicine. Please minimise your movement between prefectures and please refrain from sightseeing, participating in events unrelated to Games, or attending other sports events.

- Transport

If available, please continue to use dedicated Games vehicles, rate card vehicles, self-arranged vehicles, etc. as your primary mode of transportation even after your first 14 days in Japan.

After your first 14 days, the use of ordinary taxis is also permitted; those who have the TP privilege and wish to use public transportation can request a TP card. However, we ask you to limit your use of public transportation to the greatest extent possible if alternative means, such as transportation services provided by Tokyo 2020, are available. When using public transportation, pay particular attention to COVID-19 countermeasures operated by each transportation company.

Walking and cycling are permitted, but contact with many other people, including residents in Japan, should be avoided. In case of cycling, you are required to secure the parking lots and follow Japanese traffic laws.

(2) Media (OBS/RHB/Press) Specific Requests

- Interviews

As a general rule, it is possible to conduct interviews outside Games venues after the first 14 days in Japan. However, when conducting interviews in the city, necessary COVID-19 countermeasures

should be taken, such as wearing masks that cover the nose and mouth, ensuring physical distance, and avoiding crowding of people by the interviews.

2. Requests for Domestic participants

国内ステークホルダー皆様へのご協力をお願い

パラリンピック大会の安全な開催は、大会関係者一人一人の行動にかかっています。

日本国内の現下の感染状況（東京都と他の12府県に緊急事態宣言）を踏まえて、海外からのステークホルダーの皆様には、日本入国後15日目以降も可能な限りプレイブックの14日以内の行動ルール（大会での役割にとって不可欠な活動に限定すること）に従った行動の維持をお願いすることとなりました。

国内のステークホルダーの皆様におかれましても、皆様ご自身の安全と大会の安全・安心を確保するために、以下の行動ルールへのご協力をお願いいたします。

1. 共通事項

○食事の仕方について

大会施設、自宅や宿泊先での食事を推奨します。孤食、黙食を原則として、大人数での会食はお控えください。特に緊急事態宣言下での飲食店に対する要請（酒類を提供しない、20時閉店）に従わないレストラン等の利用は厳に慎んでいただく様お願いします。

○用務先について

業務上の外出先は、パラリンピック期間中は、原則として大会関係施設に限り、大会関係者以外との接触を最小限としていただく様ご協力をお願いします。但し、業務上必要のある先（自社社屋や自社支局等）はご訪問いただいて結構です。いずれの場合も都道府県間の移動は極力控え、また、観光や大会と関係の無いイベントへの参加、スポーツ観戦などは控えていただく様お願いします。

○移動手段について

大会専用車両、レートカード車両、自社車両等の自己手配車両を優先的にご利用ください。TP特権をお持ちで希望される場合にはTPカードを配布します。公共交通を利用する際には、各交通事業者が実施するコロナ感染症対策に十分にご注意ください。

2. メディア（OBS/RHB/プレス）固有事項

○取材に関して

原則として取材は自由に行っていただけます。但し、市中を取材する際は、マスクの着用（口と鼻とを覆うこと）、フィジカルディスタンスの確保、取材によって人が密集することを避ける、など必要な感染対策をご徹底ください。

ANNEX 1 – AIRPORT DEPARTURE TRANSPORT BOOKING

Important Notice

For International Federations (IF) staff as well as media members staying outside of Tokyo and DCVH Media Hotels:

This is an **important** notice from the Tokyo Organizing Committee of the Olympic and Paralympic Games regarding your transfer service on your departure day.

As was the case on your arrival day, a transfer will be offered from your hotel to Haneda Int’ 1 Airport or to Narita Int’ 1 via T-CAT (Tokyo City Air Terminal). Those who have already confirmed the return flight can make a reservation of the transfer service from the link below.

<To Make Reservation>

Please note that reservation from the below website is possible until 3 days prior to the departure day.

Transfer service reservation URL and QR Code:

<https://departure-transfer-reservation.com/>



- ※ Your Accreditation No. (7 digits) will be required for reservation.
- ※ Your email address or phone no. will be required for reservation.
- ※ Other information required for reservation:
 - Departure date
 - Departure airport
 - Flight information (airline and flight no.)
 - Pickup location (choose hotel name from pull-down menu. If you chose “Other” please enter the name of your hotel).
 - Drop-off location (IF staff : T-CAT or Haneda Int’ 1 Airport, Media: T-CAT only)
 - Hotel departure time (please depart well in advance for your flight)

<Changes and Cancellations>

Until 3 days prior to the departure date you are able to change or cancel your reservation from the website above.

For changes and cancellations from 2 days prior, please contact by phone or email:

E-mail: departure-transfer-reservation@gmt.jtb.jp

TEL: +81 (0) 3-5796-5488

Service hours : 9 : 00-19 : 00 (Japan Standard Time)

- ※ We will respond to inquiries received after service hours on the following day.
- ※ We may not be able to fully accommodate your request under certain circumstances.
- ※ For changes to your reservation by phone or email, the below information will be necessary:
 - Accreditation No. (7 digits)
 - Departure date
 - Departure airport
 - Flight information (airline and flight no.)
 - Pickup location (name of hotel)
 - Drop-off location
 - Hotel Departure time
 - Your email address and mobile phone no.

<Other>

Should you have any questions, please contact the call center:

E-mail: departure-transfer-reservation@gmt.jtb.jp

TEL: +81 (0) 3-5796-5488

Service hours : 9 : 00-19 : 00 (Japan Standard Time)

- ※ We will respond to inquiries received after service hours on the following day.

<Privacy Policy>

Please refer to the link below and proceed to reservation from the above website if you agree to our privacy policy. <https://olympics.com/en/privacy-policy>