

# **HEALTH & SAFETY PROCEDURES COMEXPOSIUM**

**A code of good conduct for sanitary  
measures in France**

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**COMEXPOSIUM**

# CONTEXT

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## Overview

**2020: the world is marked by an international health crisis.**

**Sars-Cov-2 renamed COVID-19 (Coronavirus), a virus that spreads between people, has had determinantal effects on the economy, especially face-to-face sectors, like live events.**

**In order to combat the spread of COVID-19 and revive activity, multiple initiatives have been put in place, including "barrier gestures".**

## Sector Background

**The French government wants sectors and businesses to offer a "Health & System Procedure" for their activity.**

**It is in this context that Comexposium participated in combined efforts with other organisations in the events sector.**

**Therefore, in close collaboration with appropriate authorities, Comexposium outlines a "code of good conduct for sanitary measures".**

**The "code of good conduct for sanitary measures" aims to covers "COVID 19" and previous health related concerns (SARS in 2003; H1N1 in 2010; Ebola in 2015; Zika; ...) that effected events. When there is an update from the authorities, we will implement and adapt (venues, common areas, animation).**

# PRIORITIES

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## **Health and safety for all**

**Exhibitors, visitors, partners, service providers, staff.**



## **Compliance with regulations**

**We will ensure that the measures imposed by the appropriate authorities are put in place and applied to our next events.**



## **Implementation of the “Comexposium health & safety procedures”**

**A code of conduct for health and safety at our events taking into account the standards of the sector.**



## **Communication**

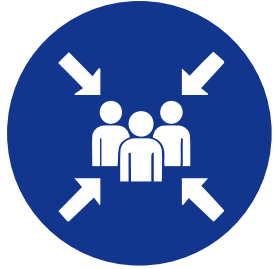
**We will ensure that all participants and employees are informed pre-event and on site of the procedures to ensure health and safety.**

# Our methods

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# 1. Barrier measures



## Sanitization

- **Compulsory hand sanitization** at the entrance of the halls and other access points, monitored by staff,
- **Hand washing with soap** on a regular basis is imperative and will be included on signage throughout the site. If you don't have soap and water, use sanitization solution distributors.

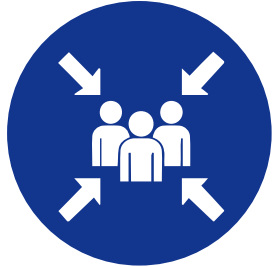


## Masks Required

- **During build up and breakdown**  
**Masks are required for all,**
- **During normal event hours**  
**Mask is required for all.**



# 1. Barrier measures



## Limit contact

- Use contactless payment, available on site
- Use digital badges and tickets, at the entrances.

## Other measures

- Closed garbage bins to collect personal items (masks, tissues) located in the toilets and aisles,
- Protection guards specific to areas of contact with visitors and exhibitors: plexiglass breath guard, visor etc.

## Reminder of basic health measures

- If you do not feel well, stay home,
- Sneeze or cough in your elbow,
- After use, dispose of your paper tissues in a closed trash can,
- Avoid touching your eyes, nose and mouth,
- Clean frequently touched surfaces and objects daily.

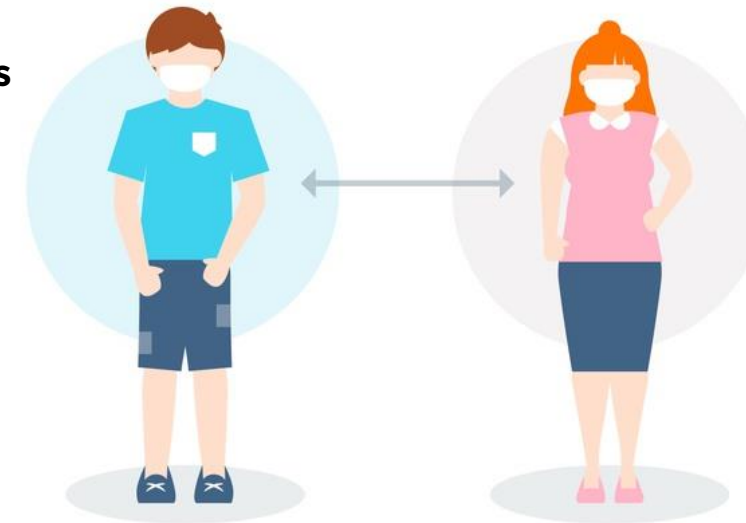


# 2. Physical Distance



## Limit contact, Implement physical distance

- **Managed flow:** a different point of entry and exit,
- **Arrange rooms to ensure appropriate space,** in common areas (such as VIP areas, conference rooms, press areas ).



# 3. Reinforced cleaning



## Stands and / or furniture provided by the organizer

- Materials cleaning reinforce before use on site (for the part accessible to the public),
- Cleaning of furniture before use, delivery with a plastic cover.

## Building infrastructure

- Regular cleaning of infrastructure: ramps, windows, elevators, etc.





# 3. Reinforced cleaning

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## Lavatories

- **Additional and more frequent cleaning,**
- **Dispensers equipped with paper wipes and dedicated bins,**
- **Sanitization solution distributors,**
- **Cleaning monitoring documented.**

## Common areas, reception areas, services

- **Additional and more frequent cleaning,**
- **Remove aisle carpets and daily cleaning of aisles,**
- **Cleaning of things used by the public (benches, ashtrays, ATMs),**
- **Sanitization solution distributors.**

# 4. Sanitary Measures – First Aid – Health & Safety



## Management of Suspected Cases

- **Establishment of a procedure** for the isolation and removal of a suspect case (journey to avoid exposure to the public, etc.),
- **Creation of an isolation area**, separate from the public and separate from the Health and Safety area to receive people considered as suspected cases. |



# 5. Communication



## Before the event

- **Comexposium is in permanent contact with regulatory and health authorities in order to anticipate the evolution of COVID 19,**
- **Share any official communications, such as from the public health ministry in France,**
- **COMEXPOSIUM partner suppliers to be informed by the health and safety committee, the development of sanitary measures and COMEXPOSIUM positions.**

## On site

**Reminder of the security measures on site via:**

- **Floor and wall signage** (e.g. barrier measures, managed flow, physical distance, meeting room display),
- **Broadcast of audio messages.**



# 6. Health and Safety Management

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## Health and Safety Manager

*A dedicated person for each event*

- **Ensure the proper use** of health and safety measures at all times,
- **Brief** teams, partners and providers and integrate feedback on their experience,
- **Feedback** any useful information to the Group Health & Safety Manager..

An over all management at a Group level by one group Health and Safety manager.

# 7. Catering and tasting on stands

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## Stand Catering

- **You will be asked to sit upon arrival**
- **You may only sit at the same table with people in your group, with a max of 10 people / per table**
- **At least one meter of distance will be between tables, groups or individuals, unless there is a physical barrier**
- **If payment is necessary, offer a contactless option**

## Cooking on Stands

- **Masks are required for all staff**
- **Hand washing is compulsory, with soap or sanitizer, every hour. Including counter staff.**
- **In the kitchen, hands must be washed every 30 mins or gloves can be worn**

# 7. Catering and tasting on stands

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## Tasting on Stands

- **Minimum distance of 1 meter must be respected, unless there is a physical barrier (plexiglass, breath guard) in place to allow tasting at points of contact**
- **Individual portions**
- **Cuts are to be provided upon request**



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**Thank you for your attention**

