

Hygiene Precautions at Retail Asia Conference & Expo 2020

Last Update: 9 October 2020



Informa's COMMITMENTS

At Informa Markets, our events run in accordance with the AllSecure Standard, with a commitment to ten key priorities:

ENHANCED CLEANING



PERSONAL HYGIENE



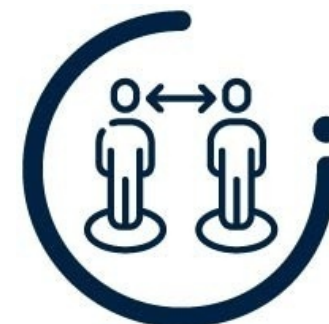
NON-CONTACT REGISTRATION



PHYSICAL CONTACT



PHYSICAL DISTANCING



FOOD AND BEVERAGE STATIONS



PERSONAL PROTECTIVE EQUIPMENT (PPE)



FIRST AID



SCREENING



TRACE AND CONTACT





ENHANCED CLEANING

Deep clean of venue before, during and after each event will take place.

Cleanliness of Venue

- Main entrance floor mats are sprayed with diluted bleach every two hours.
- Escalator handrails, door handles and lift panels disinfected hourly.
- All restrooms have attendant to carry out on-going cleaning and disinfecting.
- Tables and chairs in exhibition halls are disinfected twice daily.
- Venue will be disinfected at the end of the day after general cleaning.



Cleanliness of Exhibition

- Microphones etc used in seminar sessions/event area will be equipped with disposable microphone covers to ensure hygiene.
- Equipment will also be disinfected after every use.
- Official stand contractor and other stand contractors involved in the event will be advised to deep clean all fixtures and fittings before delivery to venue and again after set-up.



Cleaning Materials

- They will be available through the official stand contractor, should exhibitors wish to purchase onsite (disinfectant spray, wipes, etc)



Cleaning & Hygiene





ENHANCED CLEANING



Used Face Masks Disposal

- Specific rubbish bins for disposal of used face masks are provided at prominent areas.



Ventilation

- Exhibition venue ventilation system, supplying fresh air, is running at maximum capacity.

Cleaning & Hygiene





PERSONAL HYGIENE



Disinfectant Unit

- Self-contained Hygiene Chamber will be in use, allowing participants to undertake disinfection process (optional).



Hand Washing / Sanitising

- Hand sanitising stations are located throughout the event, we encourage all participants to regularly wash and disinfect their hands.



Venue Hygiene

- Additional hand sanitisers at the entrances, lift lobbies, exhibition halls, customer / information counters, restaurants.



Water Fountains / Dispensers

- Drinking water facilities are now suspended.

Cleaning & Hygiene





NON-CONTACT REGISTRATION



Crowd control

- In line with government and venue regulations, the number of attendees inside halls may be limited. Designated entrances/exits and real-time head count will be enforced.

Non-contact / QR code registration

- Online registration available to facilitate non-contact registration.
- Self-print badge kiosks will be set up at the registration area.

Physical Distancing





PHYSICAL CONTACT



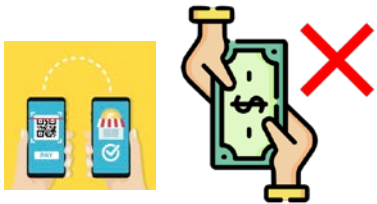
Handshaking

- Following the guidance of global and local authorities, the eliminating of handshakes is highly recommended.



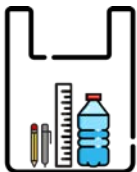
Limit printed materials

- Download e-brochure/e-news through QR code or event mobile app, rather than printing promotional material.



Utilise E-Payment

- i.e. Octopus card, Credit Card, Online Banking, WeChat pay, Apple & Andriopay, etc.



Stationery

- Conference/Seminar attendees should bring their own stationery i.e. notepads, pens, pencils, etc, and drinking water.

Physical Distancing





PHYSICAL DISTANCING



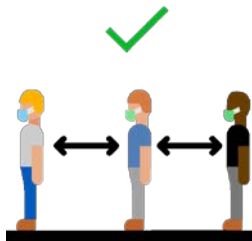
Conference / Seminar Rooms

- It is recommended to keep seats at least 1m apart in conference / seminar rooms.



Signage / Announcements

- Event signage with common signs and symptoms of COVID-19 will be prominently displayed in the common areas.
- Throughout the event, announcements will be broadcast repeatedly to remind the importance of maintaining physical distance, washing and sanitising hands.



Social distancing

- Indicated by marking 1m spacing at catering outlets, seating areas, registration queue, hall aisles, etc.

Physical Distancing



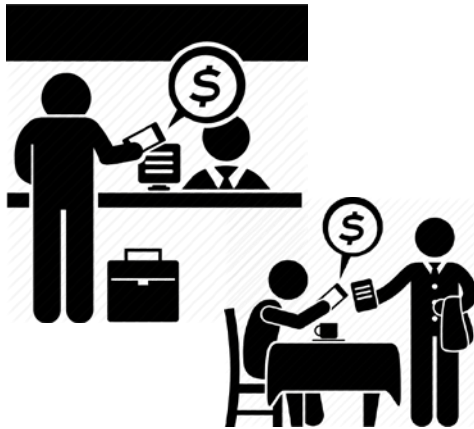


FOOD AND BEVERAGE STATIONS



- Exhibitors are not allowed to have meals on their stand. Exhibitors are required to go to cafeteria inside the hall to have meals. (no outside food are allowed in the venue).
- Only pre-packed / individually packed food is available inside the exhibition halls.
- Tables and chairs will be cleaned after every customer.
- Outlets accept E-payment, supporting cashless system.

Physical Distancing





PERSONAL PROTECTIVE EQUIPMENT (PPE)



Masks/Face Shields

- All participants are recommended to wear face masks at all times in the venue. No admittance is allowed without a mask.
- Masks may be purchased at venue's face mask vending machine.

NO FACE MASK



NO ENTRY POLICY



Personal Protective Equipment (PPE)

- Exhibitors should prepare PPE for staff to use onsite.

Protect & Detect





FIRST AID



Medical team

- First aid support will be onsite during the entire event.



Isolation Rooms

- Any participant with possible COVID-19 symptoms (particularly fever) will be held in a separate quarantine area; the Organiser will work with the local medical authority to ensure proper protocols and support are followed.

Protect & Detect



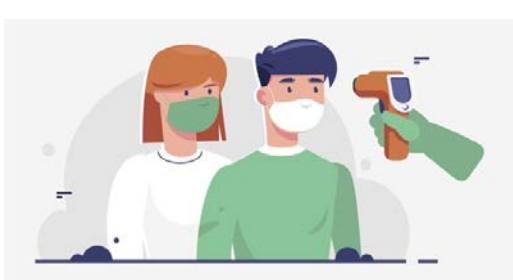


SCREENING



Hong Kong Quarantine Order Wristband

- Anyone wearing a quarantine order wristband will be denied entry to the venue, and the authorities alerted.



Temperature Screening

- It is mandatory for all attendees to undergo thermal screening before entering the venue.
- Additional temperature checks may be carried out inside the venue, before entry to the exhibition halls.





TRACE AND CONTACT



Trace and Contact

- Admission is controlled, granted only for exhibitors and trade buyers with valid identity document, ensuring traceability of all participants, subject to the Hong Kong privacy ordinance.



Useful References

COVID-19 thematic website: <https://www.coronavirus.gov.hk/eng/index.html>

Latest information on Inbound Travel: <https://www.coronavirus.gov.hk/eng/inbound-travel.html>

Relevant health education materials and poster: <https://www.chp.gov.hk/en/resources/464/102466.html>

Disease information: <https://www.chp.gov.hk/en/healthtopics/content/24/102466.html>

Venue prevention measure: <https://www.hkcec.com/en/preventive-measures-response-covid-19>