

Precautions and Safety Measure Recommendations for Exhibitors at Retail Asia Conference & Expo 2020



Last Update: 23 Oct 2020

As the Organiser we are closely aligned with the efforts by the Hong Kong Department of Health as well as the World Health Organisation (WHO) to control and limit the spread of the Coronavirus. In order to protect yourself and others against the virus, we appreciate our exhibitors to follow the below recommendations to ensure health and safety at the event.

Please note the precautions and safety measures are being updated based on the latest situation of COVID-19. Please login to the Online Exhibitor Manual (OEM) to review the latest information.

General Hygiene Precautions:

- To ensure traceability, all participants must submit a health declaration form on their first entry into the venue.
- All participants must undergo thermal screening before entering the venue.
- Face Masks must be worn at all times (except when eating or drinking). No admittance is allowed without a face mask.
- Hand sanitising stations are located throughout the venue. Perform hand hygiene frequently, especially if touching your mouth, nose or eyes.
- Maintain respiratory etiquette / cough manners. Cover your mouth and nose with tissue paper when sneezing or coughing and sanitise your hands.
- Used face masks should be disposed in designated bins.
- A hygiene welcome pack with face masks, hand sanitiser, plastic gloves and wet tissues will be provided to exhibitors on the spot.

At exhibitors' stands:

- Each table should be at least 1.5m apart or with plastic partitions (provided by contractor at extra cost upon request).
- No more than 4 persons are allowed at each table.
- Tables, chairs, tabletop showcases, etc., must be cleaned and disinfected after use.
- Exhibitor should monitor the number of visitors at the stand and ensure appropriate physical distancing.
- Exhibitors are not allowed to have meals at the stand. Exhibitors should have meals at the cafeteria and adopt physical distancing (no outside food is allowed in the venue).
- Exhibitors are advised to stagger their staff's mealtime to avoid large crowds at the cafeteria.
- Exhibitors must sanitise their hands before and after meals at the cafeteria.

Other useful information, please visit:

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

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

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

The Organiser

