

COVID-19

APPENDIX



Structures:

Loc. Baltera – Exhibition Centre

Loc. Parco Lido – Congress Centre

Loc. Parco Lido – Palameeting

Loc. Parco Lido – Palavela

Giardini di Porta Orientale – Spiaggia degli Olivi

Riva del Garda (Trento - Italy)

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COMPANY POLICY FOR COVID-19 PREVENTION

Riva del Garda Fierecongressi S.p.A. has, for some years now, undertaken the procedures for UNI ISO 20121:2013 environmental certification and considers health to be an integral part of the certification process and its own corporate priorities.

In adhering to these values, the company considers it necessary to implement all necessary actions to guarantee environmental safety, both in working areas and those designated for meetings, for all those who participate in activities that are organised or hosted in their premises.

Riva del Garda Fierecongressi is committed to providing both organisational and economic resources to ensure the health and safety of the premises whilst complying with the prevailing legislation to counter the spread of the pandemic that has afflicted us.

OBLIGATORY HEALTH AND HYGIENE PRINCIPLES

- **SOCIAL DISTANCING:** all activities that take place in the premises of Riva del Garda Fierecongressi will guarantee that the rule dictating the minimum interpersonal distance of ONE METRE is respected
- **USE OF PPE (Personal Protective Equipment):** surgical (or similar) face masks will be obligatory for everybody who enters the buildings and disinfectant hand gel will be easily accessible in public areas and toilets
- **HEALTH CHECK AT ENTRANCES:** health check procedures will be adopted, such as body temperature checking, monitoring of public areas by properly trained staff who will ensure the correct use of face masks, PPE and social distancing
- **CLEANING AND SANITISING OF EVENT PREMISES:** the cleaning of common areas and toilets will be constant and will be continuously monitored, sanitisation will be carried out periodically as per current legislation
- **OBLIGATORY EMERGENCY PLAN:** an integral part of this appendix is the procedure aimed at safe management in the event that a person has a temperature above 37.5°C and any Covid-19 symptoms
- **APPLICATION of Legislative Decree no. 81 of 9th April 2008 and subsequent amendments, and the “Shared protocol regulating measures to combat and contain the spread of the Covid-19 virus in the workplace” of 24th March 2020 – Rules for access and safe/healthy working for offices and other working environments in event premises where organisational staff, hostesses, audio-visual technicians, catering staff, stand-builders, etc. operate**

INFORMATION AND PERSONAL PROTECTIVE EQUIPMENT

Riva del Garda Fierecongressi undertakes to inform all concerned and ensure that measures issued by the competent authorities in relation to the Covid-19 emergency are respected, with capillary communication in multiple languages and through pictograms.

The basic information required by law is as follows:

- the obligation to stay at home in the event of a temperature over 37.5C, cough, cold, conjunctivitis or other flu' symptoms and to call your family doctor (obviously applicable to those resident in Italy) and the health authorities
- the awareness and acceptance of the fact that one can neither enter nor stay in the event area should any of the dangerous conditions be present (flu' symptoms, high temperature, arrival from a high risk area or contact with anyone who has tested positive for the virus in the 14 days prior, or who has undergone quarantine), even if this has occurred after entry, in which case current legislation requires that the family doctor (in the case of Italian residents) and the health authority are informed and it is obligatory to remain in one's own home
- the obligation to comply with all the provisions of the Authorities and of the Management/Organiser for access to the area and to the event (in particular: to keep the interpersonal safety distance of at least 1 metre in all activities, the use of PPE at all times, to observe the rules of hygiene by washing hands frequently and/or sanitising them with hydro-alcoholic solutions and maintaining correct behaviour in terms of personal hygiene)
- the obligation to promptly and responsibly inform of the presence of any flu' symptoms whilst at the place of the event, taking care to remain at an adequate distance from other people present
- During events, it is obligatory to wear a face-mask mask continuously at all times and for all operators, (visitors, exhibitors, stand-fitters, own staff, staff of suppliers and staff of exhibitors) present in the entire event area. The access control staff will check that all operators are wearing a mask at the entrance. At the entrances there will be mask supply points for those who are not already in possession

CLEANING AND SANITISATION OF ENVIRONMENTS AND PREMISES AND COVID-19 MEDICAL PROTECTION

Riva del Garda Fierecongressi will provide the following in all areas used for an event:

- cleaning and sanitisation before the start of every event
- daily cleaning of aisles and public areas, taking special care with surfaces where greater contact takes place, using detergents and surgical medical products for sanitisation
- adequate ventilation and air exchange of the premises used for the event by increasing the quantity of external air introduced and decreasing the amount of recirculation
- ample availability and accessibility of dispensers with disinfectant liquid (hydro-alcoholic solutions) for hand-cleaning, especially at the entrances, passage points, toilets, refreshment areas, etc., in an adequate number for the expected influx of people
- the management of separated waste collection with the introduction of special containers for masks, disposable tissues and rolls of paper used for sanitising surfaces
- guaranteed provision of adequate premises during the events. During events at the Exhibition Center is guaranteed the presence of medical staff together with the presence of nurses equipped with the appropriate Covid-19 PPE and the necessary equipment in order to temporarily and adequately isolate people who present a temperature and symptoms of respiratory infection, (cough, etc.)

Access to the buildings

- access to the facilities will be regulated by personnel who will monitor compliance with the general rules and the correct use of PPE
- access to the North and South buildings with the opening of the North Hall (Hall D) and the South Hall (Hall B)
- body temperature detection system with access denied to anyone with a temperature above 37.5°C
- restricted access quota and use of electronic ticketing only

Management of event areas

To ensure greater distancing and avoid crowding

- increased number of rest areas
- creation of meetings areas with tables suited to social distancing
- cloakroom service with polythene clothing and trolley covers

External services

Shuttle buses

- seating management with distancing as prescribed by the appropriate authorities
- daily sanitisation of vehicles using a certified system approved by the appropriate authorities
- creation of outdoor waiting areas

Methods for the distribution of food samples on exhibition stands

- food must be produced according to the same measures and protocols as those applied to permanent premises, (restaurants, pizza shops, ice cream parlours, etc.)
- food must be handed to members of the public in packaged single portions, or served by specific personnel at a tasting table or served at the table. Self-service is forbidden
- every exhibitor is required to observe the protocols provided for his own particular production or distribution sector

Management of exhibition areas

To facilitate air exchange, the movement of people amongst the pre-fitted stands or customised stands created by Riva del Garda Fierecongressi and for the correct sanitisation of the area, the following will apply:

- access side at least two meters wide
- no ceiling drapes
- use of certified cleaning and sanitising products
- in the event of using staff provided by Riva del Garda Fierecongressi, the staff members will be Covid-19 trained

Rules for the construction of own stands and for presence at the exhibition

- stands must be created without ceiling drapes to permit air circulation

- all stand-fitters and staff present on the stand must wear face masks
- the stand must be cleaned with sanitisation products
- rubbish must be removed at the end of the day and the stand area must constantly be cleaned
- the presence of maximum 1 exhibitor for every 8 square metres of stand space in compliance with the requirement for interpersonal distancing within the stand