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# 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".  
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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.



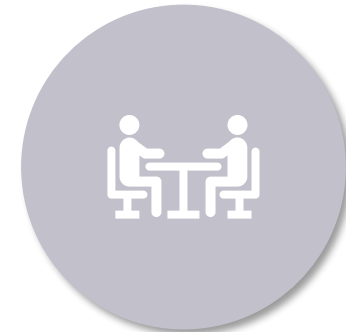
## **Compliance with regulations**

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.

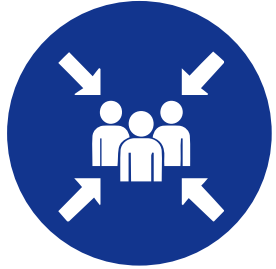
# Our methods

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# 1. Barrier measures

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## Sanitization



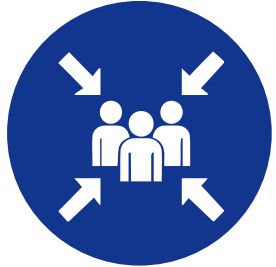
- **Compulsory hand sanitization** at the entrance of the halls and other access points, monitored by staff,
- **Hand washing with soap** on a regular basis is imperative and will be included on signage throughout the site. If you don't have soap and water, use sanitization solution distributors.

## 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.**

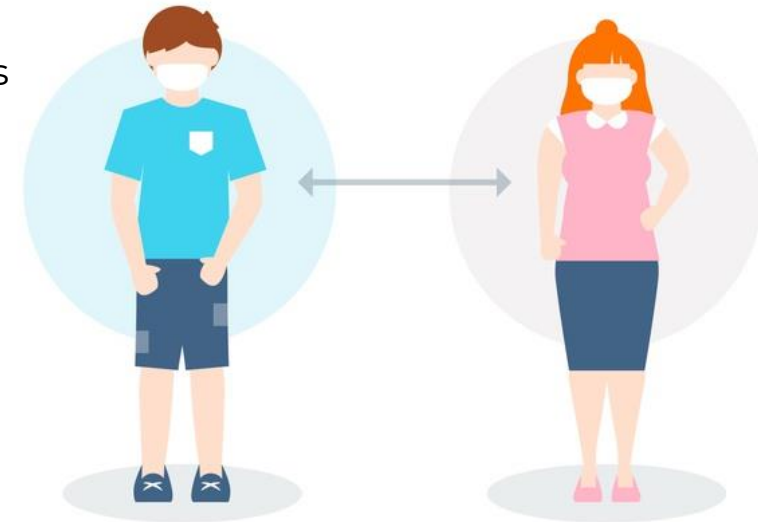


# 2. Physical Distance



## 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

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## 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

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## 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



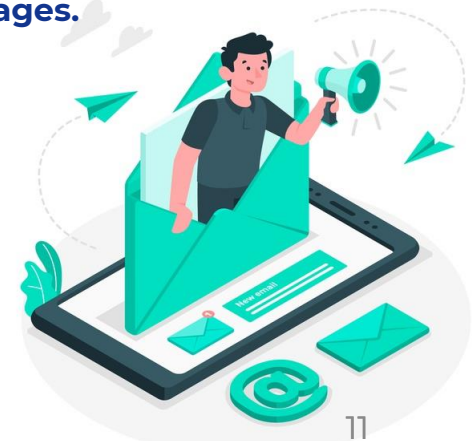
## Before the event

- **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.



Thank you for your attention

