



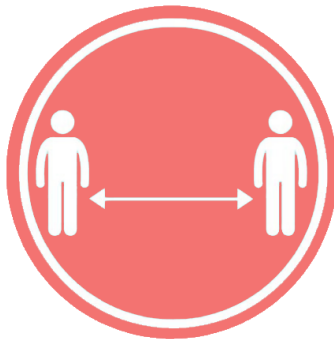
# WE'VE GOT YOU COVERED

Our team is following the government guidelines issued by the CDC and state and local officials with regards to the ongoing situation of the coronavirus/COVID-19. Ensuring the safety of all exhibitors, attendees and staff at our events is our top priority.

We are working as a collective industry to enable events and trade shows to open safely by following essential safety guidelines that adhere to the best medically backed scientific practices for the safety and well-being of attendees, once stay at home orders are lifted. Additionally we are working with our travel partners, venues, hotels, and the Roland E. Powell Convention Center to protect your health and provide you with a safe and productive environment for you to conduct business.

## OUR HEALTH & SAFETY PLAN IS BUILT ON 4 CORNERSTONES:

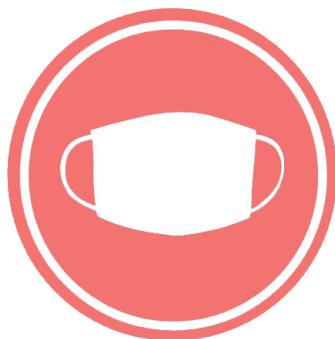
### PHYSICAL DISTANCING



### CLEANING & HYGIENE



### PROTECT & DETECT

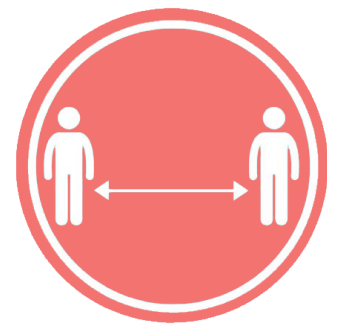


### COMMUNICATION



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## PHYSICAL DISTANCING



### What

### Actions

#### Crowd Density & Floor Planning

- Professional/social distancing measures- 6' from each person
- One way entrances and exits for building and exhibit hall
- One way aisles

#### Eliminating Handshakes

- No handshake policy
- No handshake signs
- Proposed alternative methods of greeting

#### Food & Beverage

- Concessions will offer pre-packaged food
- Seating at dining locations to be arranged to comply with crowd density standards

#### Monitoring & Control

- Our team will be trained on the 4 Cornerstones and available to help enforce social distancing measures on the show floor



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## CLEANING & HYGIENE



### What

### Actions

#### Cleaning Routine

- The Roland E. Powell Convention Center will do a deep cleaning prior to the event beginning
- Assigned employees to disinfect touch points on frequent basis
- Cleaning and disinfection of restrooms

#### Booth Cleaning

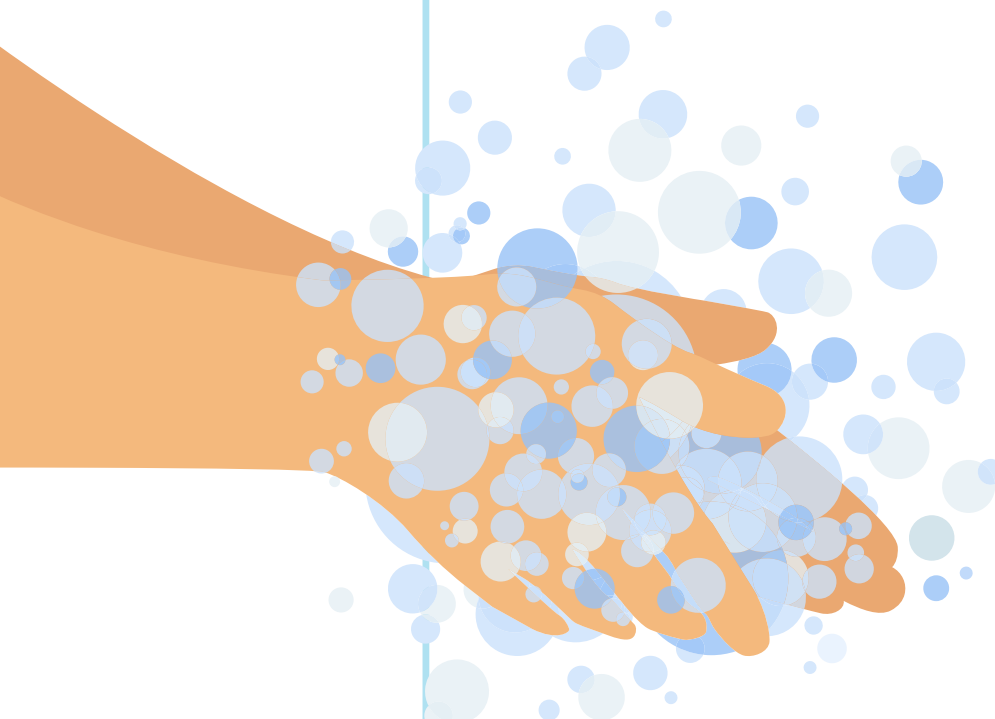
- Offer the ability to purchase plexiglass for booths
- Increased signage and onsite information about booth cleaning

#### Hand Sanitizers

- Hand sanitizer will be available around all areas of the convention center

#### Waste Management

- Increased frequency of waste removal



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## PROTECT & DETECT



### What

### Actions

#### Face Masks/Face Coverings

- Masks or face coverings are **REQUIRED**
- We will comply with local regulations for the use of face mask
- Enhanced communication to exhibitors, visitors and speakers of requirements
- Clear signage to promote proper way to wear a face mask

#### Glass Sneeze Guards/Plexiglass

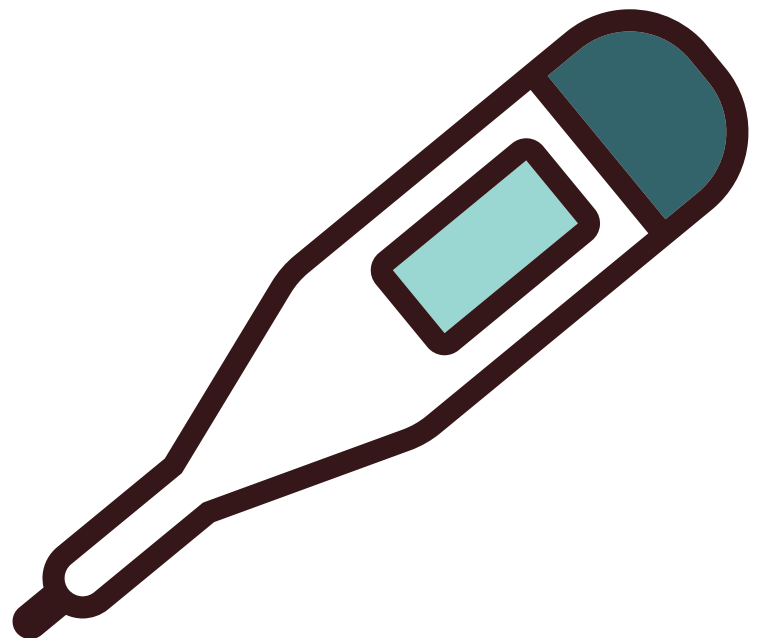
- Plexiglass added at assisted registration counters
- Exhibitors will have the option to purchase plexiglass for their booths
- F&B Stations/Concessions to have sneeze guards where required

#### Emergency Response Plans

- Prior to the event, the Ocean City Resort Gift Expo team works with venue to determine an emergency response plan and communicates to all staff attending the event

#### Employee Screening

- Convention center staff to be screened each morning
- Training prior to the event that staff knows how to properly wear PPE
- Staff will not be allowed to come to work if exhibiting any symptoms including fever, sore throat, chills and cough



# WE'VE GOT YOU COVERED

## COMMUNICATION



### What

### Actions

#### Exhibitor Manuals

- Include health and safety information in the exhibitor manual along with FAQs
- Share video of health & safety on how to protect yourself and others around you (washing hands, face masks, etc.) to be posted on all social and attendee/exhibitor communication

#### Event Signage

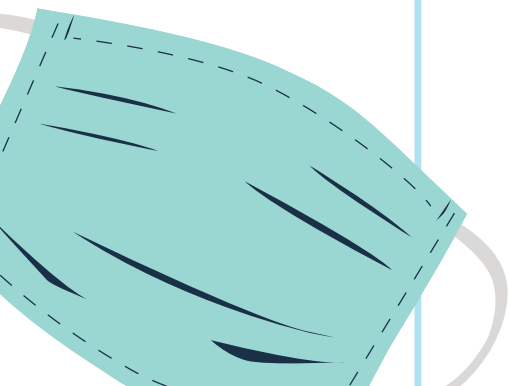
- Include health and safety signage throughout the event in high traffic areas

#### Public Addresses During Show

- Show management announcements

#### Pre-Show Messaging

- Enhanced communication leading up to the show and safety protocols through website, email, social media. Messaging to include:
  - Persons displaying COVID-19 symptoms should not attend. Persons displaying COVID-19 symptoms may be refused admission
  - May prefer & should expect others to avoid shaking hands
  - Carry a personal supply of hand sanitizer, tissues & wipes in & out of the event
  - Keep up to date with public health advice for Ocean City & the Ocean City Resort Gift Expo. Take time to read health communications & updates from the Organizer
  - Restrictions (inc. disinfecting) placed on demonstrations/demonstration models, sampling, give-away promotional goods & materials etc. for exhibitors



**Disclaimer:**

Please be aware that this material is subject to change.

Last updated on 9/29/20.