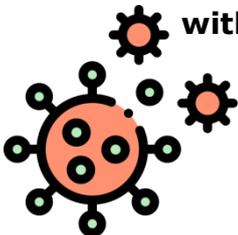


Hygiene measures checklist

- ✓ Draw up a **hygiene concept** and a **cleaning and disinfection plan**
- ✓ Communicate the **hygiene concept** to all participants in advance in a suitable manner (e.g. with the invitation)
- ✓ **Registration of all participants** in order to enable contact persons to be identified in the event of a COVID-19 case that is subsequently identified
- ✓ Keeping a **contingent of mouth and nose covers** ready
- ✓ Interaction points must be equipped with **spit protection** or other measures must be taken to maintain the distance
- ✓ Provide sufficient washing facilities with **soap, hand sanitizer, disposable towels** and **hand cream**
- ✓ The organizers create a **parking space concept** to avoid crowds
- ✓ As far as possible contactless, **digitalized entry control** if possible, in order to avoid person-to-person contact
- ✓ **Contactless payment options**
- ✓ The **total number of people** on the site must be monitored
- ✓ **Routing and floor markings** (e.g. one-way streets, marking of doors)
- ✓ Doors are to be kept open as far as possible or provided with **automatic opening mechanisms**
- ✓ The use of **elevators** is to be limited in number
- ✓ The **catering** should be packed or distributed in portions
- ✓ A competent **representative for hygiene issues** must be appointed
- ✓ The **security service providers** are to be informed of the specific infection protection requirements and instructed to coordinate any possible coordination of infection protection measures
- ✓ The organizer should have a **ventilation concept** for continuous ventilation
- ✓ **Exclusion** of guests with symptoms - an additional concept for **dealing with sick people and suspected cases** during the event



nice:-)

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