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It's finally starting again! We are very pleased to welcome you again in person to the Exhibition Center Nuremberg. Our absolute priority is to ensure that our exhibitors, organizers, partners and visitors experience professional, successful - and of course safe - exhibitions. The framework for this is the incidence-independent hygiene concept of the Bavarian State Government for the reopening of trade fairs and exhibitions, in which NürnbergMesse and other Bavarian trade fair companies played a major role.

Depending on the infection situation, restrictions may be further eased. Should this be the case, we will of course inform you in good time. The focus of our implementation of the measures at the exhibition center is a simple, smooth and safe exhibition experience.

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## 1. General information

NürnbergMesse GmbH reserves the right, in compliance with statutory or official guidelines, to issue further instructions or to restrict or repeal instructions that have already been issued. Controls by the authorities and NürnbergMesse GmbH should be anticipated.

### 1.1 Basic principles and primary protection goals

The primary protection goals and thus the foundations for all our actions are:

- The facilitation of the current distance and safety rules
- The traceability of contacts
- The facilitation of the personal hand hygiene rules
- Access only for vaccinated, recovered or tested persons with appropriate proof

### 1.2 What measures are being taken by NürnbergMesse?

We have implemented all measures with the greatest care, including extended hygiene standards, keeping distances and traceability of contacts. Our goal is to create an environment for you in which networking and business can take place again with a good feeling - from person to person.

Below, we will outline examples of the measures that will be implemented in advance and on site:

- Instruction of employees and service providers in hand hygiene as well as in-house training measures for personal, activity and task-related infection protection.
- Presence of additionally and specially trained medical personnel on the first-aid stations for informative discussions or queries.
- Advance information of exhibitors, visitors and service providers by providing information and communication of measures and rules of conduct, and the inclusion of digital media.
- The organizer registers the exhibitors and visitors and involves all service partners and service providers in this measure. For any contact tracing that may be required, it is necessary that the private place of residence is also captured. Pre-registration is actively promoted through appropriate online applications in order to minimize interactions through on-site registration or ticket sales.
- An access concept has been developed which implements the 3G rules (access only for vaccinated, recovered or tested persons)
- Information boards, visual/graphical representations and other suitable media (e.g. announcements) on the event premises will draw attention to compliance with the distance and safety rules.
- A representative for hygiene issues will be appointed by the organizer. He is also responsible for monitoring the current situation (RKI notices) and coordinating with the security and public order service and the event manager.
- Adaptation and upgrading of the entrance situation in order to create equalisation and open spaces and to maintain the required safety distance.
- Consideration of the distance rules in forums, meeting and conference rooms through appropriate seating.
- The integral and systemically integrated parking space management ensures a dynamic and situational reaction and the observance of distance and safety rules.
- NürnbergMesse has developed its own ventilation concept: Our exhibition halls, the ConventionCenter and entrance areas are equipped with modern ventilation systems that operate

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with maximum fresh air supply and enable separate supply and exhaust air control. This enables us to guarantee a multiple, complete exchange of air every hour.

- Ensuring regular cleaning and disinfection of contact surfaces during operation by mobile hygiene teams.
- Option to pay contactless (e.g. parking areas, cloakroom service, restaurants, kiosks).
- A high density of disinfectant dispensers as well as hand washing facilities on the premises is guaranteed, especially at the entrances as well as in highly frequented places and in the sanitary facilities.

## 1.3 What is the access concept to the event?

During the runtime of the event, access is only permitted for vaccinated, recovered or tested persons with proof ("3G"). For further information, please refer to our One Pager ["Access Concept"](#).

## 2. Booth design

Please get in touch with your booth construction company so that your exhibition booth is designed in such a way as to achieve the aforementioned protection goals. NürnbergMesse's Technical Guidelines will continue to apply unchanged.

Please note that NürnbergMesse GmbH cannot provide approval for plans with respect to protection against infection. The protection against infection at your booth is your responsibility.

### 2.1 What must be observed with regard to the booth design?

The booth design must take into account the applicable distance and hygiene regulations (safety distance 1.5m). This can be implemented with just a few measures.

In order to allow as many people as possible to visit the booth at the same time, exhibition booths should be planned generously and with a low degree of construction. Further information can be found in our [information sheet on stand construction](#).

#### Contact person for hygiene measures:

Each exhibitor must appoint a contact person for hygiene subjects who is responsible for compliance with corona-related hygiene measures, in particular adherence to the safety distance and the general obligation to wear masks. For this purpose the contact person must have the following skills:

- Knowledge of the framework hygiene concept of Bavaria
  - Can be read [here](#)
- Knowledge of additional event-related hygiene measures at the booth
  - Corresponds to this document "2021-09-27\_Hygiene concept\_ FENSTERBAU FRONTALE 2022\_exhibitors"
- Knowledge of the gastronomic corona hygiene rules for booth catering
  - Can be read [here](#)
- Knowledge of the availability of the first aid station and the SCU (Security Control Unit)
  - **first aid station and Security Control Unit can be reached at: +49 911 8606 7000**
- Presence at the booth during the event

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## 2.2 How can the rules be observed in a small booth space?

If you are unable to realise the measures due to the size of your booth, please get in touch with your contacts in the exhibition team.

## 2.3 What must be observed with regard to meetings?

Points of interaction for longer customer conversations must be designed in such a way that the safety distance of 1.50 m is always maintained. If this is not possible, measures (such as installation of hygiene protection walls) must be taken that provide equally effective protection. Hygiene protection walls can be used, for example, at the information counter and other counters.

At fixed seating or standing places, provided that a safety distance of 1.5 metres to other persons is reliably maintained or a hygiene protection wall (e.g. plexiglass) is set up between the persons, the mask may be removed during the conversation with your customer.

## 2.4 Face covering

Indoors, medical face masks are required for persons 6 years of age and older.

Exception: Masks may be removed at fixed seating or standing places, provided that a minimum distance of 1.5 m to other persons is reliably ensured or a hygiene protection wall is set up between the persons. This also includes negotiations at the exhibition stand.

Masks are not required outdoors.

Exception: A medical face mask must be worn in outdoor entrance and meeting areas where so-called bottleneck situation can occur and the safety distance of 1.5 m cannot be reliably maintained as a result.

Therefore please always carry a mask with you. If you have forgotten or lost your mask, a contingent of standardised mouth-nose masks is available for you at central locations on the exhibition grounds. We continuously check whether and to what extent it is necessary to wear a face covering and will inform you before the start of the event about the current regulations.

## 2.5 People (at the exhibition booth)

Important: Please maintain a safety distance of 1.5 m between persons in all areas of the exhibition grounds. We make sure that your participation in the trade fair is safe - from individual planning of the entrance situation and area enlargements to optimised entrance and exit management for the exhibition grounds. In the forum and conference area, for example, we adjust the seating accordingly. The digital guidance system, floor markings and notices also point out that the rules of distance must be observed.

Our recommendation: as soon as you notice that the applicable minimum distance can no longer be observed due to the density of people, you must control access to your booth or request individual customers to wait until your booth has enough free space again. We recommend that you entrust an employee at your booth with the task of observing the overall situation in your booth area. Briefly speaking to the customer who has to wait for a few minutes is surely the best solution here.

At fixed seating or standing places, provided that a safety distance of 1.5 metres to other persons is reliably maintained or a hygiene protection wall (e.g. plexiglass) is set up between the persons, the mask may be removed during the conversation with your customer.

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## **2.6 The booth personnel are unable to come because of travel restrictions. What can be done?**

Please contact your event team if letters of invitation (similar to the visa application for third countries) are required for cross-border travel.

If some of your booth personnel cannot be on site due to travel restrictions, the exhibition team will be happy to support you. For expert discussions, virtual forms of presentation e.g. live videos at the booth, are possible. Hostesses and interpreters provided by service partners are available to answer general visitor enquiries.

## **3. Behavior in conference/congress rooms and forums**

### **3.1 Face covering**

As in the exhibition halls, it is compulsory to wear a medical face mask. The mask may be removed at fixed seating or standing places, provided a minimum distance of 1.5 m to other persons who do not belong to the same household is reliably maintained. NürnbergMesse has adapted the seating in all conference halls, rooms and forums so that compliance with the distance rule of 1.5 m between persons at the seat is ensured and the mask can be removed.

Of course, speakers on stage may also remove the mask during their speech.

### **3.2 How does the air exchange take place in the conference rooms?**

The Exhibition Center Nuremberg has state-of-the-art ventilation systems. To ensure energy-efficient operation of the systems, a high proportion of recirculated air is used in normal event operation. This recirculated air component is reduced to a necessary level in favor of the fresh air supply. In addition, the systems are operated at maximum load so that the entire room air in the conference rooms and halls can be changed 10 to 12 times per hour.

### **3.3 Do I have to take care of the conference equipment?**

The necessary hygiene regulations relating to the conference equipment used (microphones, lecterns, laptops, etc.) are observed and implemented by the staff of NürnbergMesse GmbH. NürnbergMesse GmbH ensures adequate cleaning and disinfection of the technology used.

### **3.4 What do I have to pay attention to when designing the program?**

Please reduce close encounters such as panel discussions, greetings and farewells. These are only possible if the minimum distance of 1.5 m is maintained. If entertainment programs are offered, an increased minimum distance of 2 m must be maintained for aerosol-forming activities (e.g. singing, playing wind instruments). Please plan presentation areas, walkways, etc. on the stages so that the distance requirements can be met. Presenters should regularly remind visitors of the measures to be observed. Breaking slides with information on the necessary hygiene and behavioral regulations support communication to the participants. As far as possible, meetings and breaks are to be staggered so that the flow of participants in the areas outside the rooms (foyers, WC facilities, catering areas, etc.) is equalized.

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## 3.5 How do I behave in forums in the exhibition hall?

Forums are to be treated in the same way as conference rooms. This includes the above-mentioned points of distance regulation, adapted seating, the installation of disinfection dispensers, the handling of conference technology and the wearing of mouth and nose coverings.

## 4. Booth catering – what must be observed with regard to the booth catering?

The existing hygiene regulations must be observed. In the case of hospitality, the applicable distance regulations of social distancing as well as the additional official requirements must be taken into account.

Details can be found in the [information sheet for catering at the booth](#).

The partners of NürnbergMesse will be pleased to support you if you have any queries.

In addition to Lehrieder (NürnbergMesse's service partner), only service providers who meet the requirements of the Bavarian Coronavirus Protection Ordinance (CoronaSchVO) will be engaged – the catering service provider must provide proof to NürnbergMesse on request.

Please get in touch with your booth catering company so that your booth catering is planned and carried out in such a way as to achieve the aforementioned protection goals. NürnbergMesse's Technical Guidelines will continue to apply unchanged.

You can consult the service partner for catering, Lehrieder, here:  
**standcatering@lehrieder.de und T +49 9 11 86 06-61 14**

## 5. Assembly and dismantling – what rules apply to assembly and dismantling?

During assembly and dismantling, the regulations of the SARS Cov-2 Occupational Health and Safety Ordinance apply. Among other things, it includes guidelines for wearing a face mask and insuring the safety distance. You can find the applicable regulatory framework [here](#).

During assembly and dismantling, a check using the "3G" entry concept (access only for vaccinated, recovered or tested persons) for exhibitors, stand personnel, stand builders and persons required for the implementation of the event is not mandatory, but is recommended at the exhibitor's own responsibility.

The executing company is responsible for the proper implementation and compliance with hygiene protection measures during stand construction activities. For this purpose, a responsible person must be appointed on site to monitor compliance and be available as a contact person at all times. This also applies to all service providers.

Registration is compulsory for assembly and dismantling, as it is for the duration of the trade fair. All persons will be registered and admitted to the exhibition halls by scanning their assembly and dismantling passes. Please ensure that all your service providers, such as stand builders, forwarding agents, agency staff, technical service providers, etc., register in advance and have an assembly and dismantling pass. This also applies to vehicles entering the exhibition grounds. All occupants must have their own assembly and dismantling pass. Please note that persons without an assembly and dismantling pass will have to register on site. This may lead to waiting times.

During assembly and dismantling, food is only offered "to-go"; it is taken at the respective stand as the stand builder's workplace - subject to the distance, hygiene and registration requirements applicable there.

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## 6. What do if you feel unwell on the exhibition grounds?

Please only travel to the NürnbergMesse exhibition centre if you are in good health. If you have had contact with a person infected with SARS-CoV-2 in the past 14 days, have symptoms of a respiratory tract infection or a raised temperature, this unfortunately rules out admission to the exhibition. If you experience any symptoms typical of COVID-19 during your stay, please leave the exhibition grounds.

## 7. Arrival and departure

Your health and safety as well as the health and safety of everyone involved is always our top priority. We therefore kindly ask you to inform yourself about the current general entry regulations or quarantine regulations before your arrival.

We have compiled the current entry requirements for your trade fair and congress visit for you [here](#).

If you have had contact with COVID-19 cases in the last 14 days before your visit or if you have symptoms of a viral infection (dry cough, fever, feeling sick), please stay at home.

Information on arrival and departure can be found on our [website](#).

## 8. Further information on the official requirements

You can find the applicable regulatory framework at [www.stmgp.bayern.de/coronavirus/rechtsgrundlagen](http://www.stmgp.bayern.de/coronavirus/rechtsgrundlagen)