

**ACCESSES - STANDS - FOOD & DRINK - SERVICES**

1. ACCESSES

Which are the access modalities to the Exhibition Center for visitors and exhibitors?

Visitors

Only visitors with a **regular ticket, valid** for the date on which they intend to participate, will be able to access the Exhibition Center. Visitors will be subjected to **temperature control** in compliance with the privacy policy and the access will be allowed only if the temperature is below 37.5 ° C.
For the access to BolognaFiere's exhibition centre, you need to **register according to the procedures provided for the specific event**. The data will be kept for a period of 14 days and made available only to the Local Health Authority if requested.

Exhibitors

Exhibitors will be subjected to **temperature control** in compliance with the privacy policy and the access will be allowed only if the temperature is below 37.5° C.

- During the opening to the public:

Personnel accessing the Exhibition Center must be correctly registered according to the terms for the **specific event**. Cards or accreditations not associated with a **specific name** cannot be issued.

The data will be kept for a period of 14 days and made available only to the Local Health Authority if requested.

- During set-up/dismantling period:

The access is allowed only to **personnel authorized and correctly registered on PASS website**.

The data will be kept for a period of 14 days and made available only to the Local Health Authority if requested.

The above is valid also for suppliers and stand-builders.

Is it necessary to present the “green pass” or a vaccination certificate or to take one or more swabs to enter the Exhibition Center?

The legislation in force as of today' date (25 June 2021) **does not impose to exhibit any certificate** (vaccination certificate, antigen test report, "green pass") for access to the fair for exhibitors, visitors and fitters. According to the current interpretation, this certification is mandatory only for the workers of the Exhibition Center, the Organizer and their respective suppliers during the period of opening to the public.

How will the access of foreign visitors and exhibitors be regulated?

Foreign operators will have a **dedicated access** in which, if necessary, they **will have to present the green pass**. Waiting for full operation of the "EU digital COVID certificate", please refer to the dedicated page on the European Commission website:

https://ec.europa.eu/info/live-work-travel-eu/coronavirus-response/safe-covid-19-vaccines-europeans/eu-digital-covid-certificate_it

Is the use of the facial mask mandatory inside the stand?



Yes, in the exhibition areas of trade fairs and congresses all general health and hygiene regulations will be applied, such as **social distancing and the use of surgical masks** or higher grade (FFP2 without valve), both for the staff of the exhibiting companies and for participants and visitors.

Note: The obligation to wear a mask also remains valid for all those who have completed the vaccination cycle.

Exceptions to the use of the mask can only be granted in particular cases such as speakers at a large distance from the audience.

2.STANDS

Are there specific rules for the management of the flows inside the stand?

Reorganization of the spaces to grant the access in an orderly way, thus avoiding gatherings of people and ensuring the maintenance of at least 1 meter of distance between users.

If possible organize separate lanes for entry and exit.

Are there specific rules for the stand project?

Perimetral walls:

Protocols and guidelines foresee to favor the air exchange of the stand inside the exhibition hall.

If you need a perimetral or horizontal closing, we recommend you to project it with systems, such as ceiling or false ceiling, **allowing the best exchange of air already present in the hall.**

There are no particular prescriptions on the set-up materials to be used, however it is advisable to prefer those that are **easily washable.**

Offices and other rooms:

It is not forbidden to build offices or private/reserved rooms inside the stand, but you must always foresee an adequate air exchange. The maximum number of people allowed to get at the same time into the room must be calculated according to the room size.

Are there special rules for furniture and interior arrangements?

Stands must be designed and furnished to grant the **social distancing of 1 meter.**

There are no rules on the geometry or dimensions of the tables, but the seats must be positioned in order to keep a **distance of at least 1 meter** between people.

In the design of the spaces, it is essential to foresee lanes of adequate size to maintain **social distancing**. In calculating the area of the stand dedicated to visitors, it is important to consider **the reduction of space due to exhibiting material** (i.e. machinery, cars, etc.).

Is it mandatory to indicate the maximum number of people who can access it at the same time outside the stand?

No, it is not mandatory.

What are the rules to follow for disinfectant gel dispensers?

Each stand should be equipped with a dispenser for the disinfectant gel.

Is it possible to place showcases/attraction points inside the stand or along its perimeter?



Yes, it is preferably to position them in a way to enable the **respect of interpersonal distancing and management of any gatherings**. We suggest you to increase the number of showcases/attraction points and their location in different positions of the stand.

Is the use of touch screens allowed on the stand?

Yes, as long as a sanitizing gel dispenser is placed next to each of them.

How to manage Events within the exhibition area?

If a big crowd of public is expected for an event, **notify it to the Organizing Secretariat in advance**. Promote the use of digital technologies, eg. **online registration for the Event**, to avoid foreseeable gatherings. Even if the the Organizer has the register of visitors of the event, we suggest you to keep a register of participants for each event in order to facilitate the contact tracing in case of necessity.

Are there any special rules for reception desks?

For the desk dedicated to the secretariat and reception, **it is not mandatory to set up physical barriers if the distance is guaranteed** and the employees wear the masks correctly. It will be possible to evaluate protection systems such as for example. plexiglass screens, the use of the mask is still mandatory.

Is it possible to distribute gadgets?

Any information, promotional materials, gadgets may be made available **preferably in self-service way** (which the visitor accesses after hand sanitization) or using digital systems.

Are there any special rules for conference rooms?

In the conference rooms, **the seats must be spaced** (both frontally and sideways) by at least 1 meter and **the use of the mask is mandatory**. This distance can be reduced only in presence of an adequate physical barrier able to prevent contagion. The speakers' table and the podium for presentations must be arranged in order to allow speakers/moderators to intervene without the use of a mask.

In case of use of remote control, PC or other devices, **the cleaning with disinfectant must be made after each utilization**.

3.FOOD & DRINK

Is it possible to organize buffets or catering services inside one's own exhibition area?

Yes, it is possible to organize buffets only if served by personnel in charge, excluding the possibility of self-service by means of barriers or other similar systems such as for example breath barriers.

It is always mandatory, both for customers and staff, to maintain the distance and the use of the mask.

Self-service mode can be allowed only with **single-dose packaged products**. The distribution of food must be organized to avoid gatherings, and the spaces in relation to the size of the rooms.

To ensure interpersonal distancing of at least one meter **during the queue for the buffet**, it is necessary to evaluate **the ground signing / barriers / etc.** .

Is it possible to eat meals at the table?



Yes, it is possible to dedicate meal areas with seats (there are no prescriptions on the size of the tables). In any case, **the distance of at least 1 meter between the guests must always be respected**.

Which are the rules for food distribution on the stand? Do the staff serving at the buffet have specific requirements?

Professional operators for the management of catering activities must comply with the specific sector regulations which, at present, also include the Covid-19.

In any case, for less formal situations, all current hygiene regulations must be respected, taking care that everyone must sanitize his own hands before each activity and before any contact with food and drinks.

The consumption of beverages (eg coffee) must be carried out **keeping a safe distance** from other people present in the stand and the mask must be removed only for the time necessary for consumption. **It is recommended to use disposable cups**.

It is always necessary to avoid gatherings.

4.SERVICES

How is daily cleaning managed?

Each exhibitor is responsible for the cleaning and sanitizing of his individual exhibition area.

BolognaFiere offers a paid stand sanitation service.

In the common areas and in the toilets, the Organizer/ Manager of the event **guarantees the regular cleaning of the rooms**.

Will BolognaFiere personnel be present with an anti-crowd function?

Yes, BolognaFiere staff will be present to avoid gatherings in the common areas.

The exhibitor must verify that all provisions and protection measures relating to Covid have been carried out inside his stand.

How is the cloakroom service organized?

For the wardrobes provided by the BolognaFiere, special garment bags for clothing and personal items must be used. For the cloakrooms inside the stands it is not mandatory to comply with these criteria.