



EMPack2020



ZÜRICH 2020

LOGISTICS &
DISTRIBUTION

18 - 19 NOVEMBER 2020



The Safest Place To Meet

HEALTH & SAFETY MEASURES

Exhibitor Manual

STATUS: 14.09.2020



EASYFAIRS

Visit the future



The Safest Place To Meet

OUR COMMITMENT IS YOUR SAFETY

Easyfairs has worked hard on **safety and sanitary protocols** to ensure **our events are safe harbours for communities to meet and do business**. We have invested in a wide range of solutions, from new hospital-grade cleaning routines to contactless technology, to facilitate physical distancing and an impeccable level of hygiene.

Your safety has always been one of our top priorities, and now more than ever. We are looking forward to welcoming you back at EMPACK and LOGISTICS & DISTRIBUTION and we are committed to making our events and venues the cleanest and safest place to meet and do business.

Your health and wellbeing is key in our safety commitment to you. We have raised our already high standards of hygiene and developed new health and safety protocols to meet the challenges presented by Covid-19. You can exhibit at our Shows with complete peace of mind.

To ensure the safety of all, we need your active cooperation! **You will play a key role** in ensuring that our **health and safety protocols** are **fully implemented on the event floor**. So please read the following guidelines carefully and communicate them to your stand personnel.

Your Easyfairs Switzerland Team

Contact

Easyfairs Switzerland GmbH, Herr Alexander Glombik, +41 61 228 10 31
alexander.glombik@easyfairs.com

Status: 14.09.2020

The measures can be adapted anytime if necessary due to the safety & security guidelines from the BAG.

EXHIBITOR MANUAL

1. REGISTERING & ENTRY

It is mandatory to subscribe all your personal who will enter the hall on the set-up day (serviceday). Please register all persons who will enter the hall on the 17th november 2020 to Herr Alexander Glombik **per email**.

mailto: alexander.glombik@easyfairs.com

The notification at the Trade Fair Management stand at the serviceday is mandatory.

For the show each individual exhibitor team member will need to **register online prior to entering the site**. Please register your standpersonal on MyEasyfairs.

- **Personalregister for the Serviceday valid the 17.11.2020**
- **Exhibitorbadge valid from 18. - 19.11.2020 (incl. dismantling)**



Please note the exhibition opening hours. As an exhibitor you are allowed to enter one hour earlier.

- Wednesday, 18.11.2020 9.00 – 17.00h
- Thursday, 19.11.2020 9.00 – 16.00h



2. BUILDING, SET-UP, DISMANTELING

Wear a face mask and gloves upon entering the eventhall at the serviceday is mandatory.

Please **maintain a distance of at least 1.5 meters** from other people. This will be adapted according to local safety regulations.

If you want to have a plexiglass shields installed on your stand, you can order it in the MyEasyfairs event webshop until **09.10.2020**.

After the service and the first show day, all surfaces will be cleaned by a professional company for free.



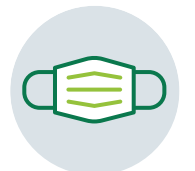
3. DURING THE SHOW

Wearing a face mask during the show is mandatory. Faceshields are not allowed.

There will be identified areas without mandatory mask-wearing

No mask required:

- At the Coffee Lounge
- While you are drinking and eating in a Lounge or in a restaurant
- Fresh-Air Areas



EXHIBITOR MANUAL

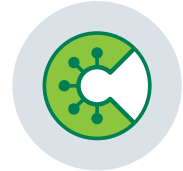
3. DURING THE SHOW

Please **maintain a distance of at least 1.5 meters** from other people. This will be adapted according to local safety regulations. In general, **crowd control and queue management techniques will be implemented to ensure social distancing** is maintained, by means of floor and overhead signage and, wherever necessary, physical measures such as barriers, one-way flows and the support of our trained staff and a greater number of security personnel. If there are too many people on your stand, use one of the tables in the networking areas.

For security and safety reasons every visitor on your stand has to use (touch) the Smart Badgereader with their visitor badge.



We recommend to use the **SwissCovid App from the BAG**. Information about the App and Download on: www.bag.admin.ch/



4. CLEANING & HYGIENE

All surfaces at an Easyfairs event are treated with hospital-grade disinfectants. The most frequently touched **surfaces will be disinfected at regular intervals**.

You will be provided with a **cleaning and disinfection kit on your stand** and will be asked to clean and disinfect your stand counter, tables and chairs, and any products touched by visitors, once every two hours at minimum.

Please maintain a **“clean stand policy”** at all times. Don't put too many items on the stand counter or table, to allow for efficient cleaning and disinfection. Go digital by uploading your product information on MyEasyfairs instead of giving out printed brochures!

We are implementing a **strict no contact policy**. So please avoid handshakes with everyone, especially your clients and prospects.

Due to the safety & security reasons there will be no cloakroom.



Finally, as much as we want to see you at our events, we kindly ask you to **respect everyone's health and safety**. Please stay at home if:

- You had any contact to a Covid-19 Patient 14 days before the show
- If you feel at all ill – including mild cold symptoms
- You visited any BAG regions at risk 10 days before the show



5. CATERING

Exhibitors and Visitors will receive Coffee and Snacks for free in the Networking Lounge. Please use the Smart Badgereader while entering and leaving the zone.

Please do not serve any **food that is not pre-packed on your stand**. **Pre-packed food is allowed but not recommended**.

Unfortunately we have to cancel our Networking-Event on the first showday due to the safety & security reasons.

