



- **Require rigorous physical cleaning of the venue.** Require wipe-downs for all microphones and speaker monitors. Increased frequency of physical cleaning and usage of appropriate disinfectant agents for door knobs, lecterns, escalator hand rails, trash receptacles, water stations, elevator bottoms, chairs, registration tables, and bathrooms. Prepare for a provision of personal protective equipment (PPE) and roll out restricted entry and exit plans as needed.
- **Provide hand sanitizers and require masks.** Ask all visitors to use hand sanitizers before entering the event and make sanitizer available throughout the event. Each attendee will be required to wear a mask.
- **Display health advisories at event venue.** Remind attendees to keep personal hygiene high, provide notices on hand washing and also minimizing physical contact. Implement social distancing (stand a minimum of 6 feet away from people). Provide health advisories near water fountains, eating areas, food preparation, trash receptacles, bathrooms, and keynote venues.
- **Implement a “No Hand-Shake” policy at the event.** Use fist bumps, elbow bumps, virtual hugs, air waves and hellos, and other mechanisms to replace the handshake during the crisis. Wash all hands with soap and water for at least 20 seconds, especially after any eating, blowing of the nose, coughing, sneezing, and using the bathroom.
- **Place hand sanitization devices in front of all meal and beverage stations.** Many folks still don’t wash their hands in restrooms and as a backup and prophylactic, having hand sanitizers at meal and beverage stations can improve hand washing or in this case hand sanitization efficacy.
- **Request all attendees and exhibitors evaluate their own health and that of those they are in close contact with.** Encourage attendees who are sick or showing symptoms of illness to stay home.

- **Conduct temperature screenings at the event venue.** Most event venue operators or event organizers will screen using thermal scanners outside the venue. All attendees will be subject to passive temperature screening measures. Individuals with temperatures higher than 100 F (38 C) will be asked to leave.
- **Exit and Entry points.** There will be designated entrance and exit points to monitor the number of individuals inside any building.