



EASYFAIRS
Visit the future

COVID-19 HEALTH & SAFETY MEASURES

**Our commitment
to your safety**

EXHIBITOR MANUAL



EASY VISIT, SAFE VISIT

OUR COMMITMENT TO 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 **Maintenance and Pumps & Valves** on **7 and 8 October** in Antwerp Expo 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 Maintenance and Pumps & Valves 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.

COVID-19 HEALTH & SAFETY MEASURES

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1. CLEANING & HYGIENE
2. PERSONAL PROTECTION
3. PHYSICAL DISTANCING

1. CLEANING & HYGIENE

Comprehensive cleaning and disinfection protocols

All surfaces at an Easyfairs event are treated with hospital-grade disinfectants. The most frequently touched **surfaces will be disinfected at regular intervals**. Electrostatic spraying technology ensures the highest standards of hygiene.

How do we count on you? You will be provided with a cleaning and disinfection kit on your stand. You 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. You can order additional products on the COVID-19-protection section of the event webshop, accessible via My Easyfairs.



Clean stand policy

How do we count on you? 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 My Easyfairs instead of giving out printed brochures!



Hand hygiene

It is important to disinfect the hands regularly. Upon arrival you will receive a bottle of hand sanitiser.

How do we count on you? Please make it freely available to your stand personnel and your visitors. Hand sanitiser stations will also be available on the exhibition floor and in common areas. If you want to order additional disinfect gel or hand sanitiser stations, you can order it on the COVID-19-protection section of the event webshop, accessible via My Easyfairs.



Smart Badge contactless technology

The safest way to visit an event is by using our **Smart Badge**, which requires no physical contact and guarantees a 100% safe event experience. **You will receive your Smart Badge reader upon arrival**. Thanks to the embedded NFC chip visitors can swipe their badge on readers distributed throughout the event to gather product and stand information.

How do we count on you? Your badge reader will be linked to the product and company information you uploaded to My Easyfairs. It is more important than ever that you make sure your profile on My Easyfairs (company and products) is up-to-date. This is the information that will be digitally delivered to visitors who touch your badge reader with their Smart Badge.



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1. CLEANING & HYGIENE

OPTIONAL:

IF APPLICABLE AT VENUE:

Cashless payment

To protect your health and safety, **we only accept cashless payments** at Easyfairs venues.



Food & Drinks

You can still purchase food and drinks at our events and venues. For your safety, we work with **caterers who closely follow the safety measures** in the Horeca Covid-19 protocol. We kindly ask you to use the hand sanitisers available at catering points before eating and drinking.

How do we count on you? Please do not serve any food that is not pre-packed on your stand. We will appoint one exclusive catering company per event. Other external catering companies will not be permitted onsite.



Gloves

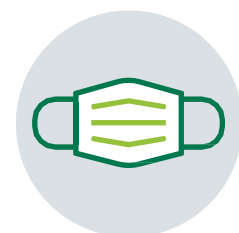
We do not recommend the use of gloves. **Frequent hand washing or the use of hand sanitiser is more effective.** However, should you wish to have disposable gloves on your stand, you can order them on the COVID-19-protection section of the event webshop, accessible via My Easyfairs.



2. PERSONAL PROTECTION

Face Masks

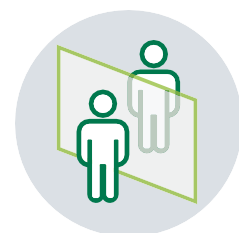
We kindly ask you to **wear a face mask upon entering the event.** Upon arrival you will receive a set of face masks. But during construction and dismantling you must bring your own face mask.



Plexiglass shields

Plexiglass shields will be installed at registration desks, information points, catering points and all counters staffed by team members throughout the event floor.

If you want to have a plexiglass shields installed on your stand, you can order it on the COVID-19-protection section of the event webshop, accessible via My Easyfairs.



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Crowd density standards

To ensure appropriate physical distancing during Easyfairs events **we will control the number of people present in the event halls at all times**, in accordance with local guidance.



Social distancing and crowd management

Please **maintain a distance of at least 1.5 meters** from other people.

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.



Alternative Handshakes

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



Online registration and touchless scanning

Each individual exhibitor team member will need to **register online prior to entering the site**.

How do we count on you? Go to www.maintenance-expo.be/en/ or www.pumps-valves-expo.be/en/ to enter your contact details and receive a QR code on your mobile phone or print your registration confirmation. You will then be able to scan the barcode at one of our (touchless) scanning stations. Please note that for your safety, onsite printing is no longer possible.



OPTIONAL:

ADD ONLY IF APPLICABLE
TO THE EVENT:

Registration timeslot

Visitors will be asked to register for one specific timeslot to ensure that we **comply with crowd density standards** and that not too many people are present at the event at the same time.

How do we count on you? If you send an invitation to your customer, please inform him that he must register in advance.



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One-way aisles and directional walkways

At this event, we have implemented **one-way aisles and/or directional walkways**.

One-way-only aisles will help to manage traffic and minimise crowding. They will also make it easier for you to respect the social distancing rules and avoid crossing **the paths of other visitors and fellow exhibitors**.

On paths where there is enough room for people to walk in both directions, **please keep to your side as indicated by the directional arrows**.



Maximum capacity in conference rooms

Conference areas will also allow for social distancing, with 1.5 metres between chairs. This means there will be **limited capacity**. Some chairs may be marked as unavailable. Please respect this instruction and do not move the chairs.

How do we count on you? As seating will be limited, we kindly ask you to give priority to visitors.



Stay home if you feel ill

Finally, as much as we want to see you at our events, we kindly ask you to **respect everyone's health and safety**. If you feel at all ill – including mild cold symptoms – please stay at home.

