

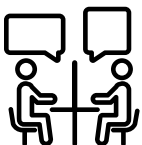
HYGIENE INSTRUCTIONS FOR EXHIBITORS

LAST UPDATED 30 NOV 2021



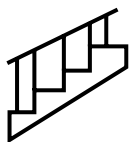
Stand planning

- To enable as many people as possible to visit exhibition stands at the same time, your stand design should allow for plenty of space, with minimal structures.
- It must be possible to observe minimum distancing at all times and this can be ensured, for example, by floor markings, room dividers or „traffic light“ systems. If it is not possible to maintain a minimum distance of 1.50 metres in particular locations, other measures may be put in place, such as sneeze guards on meeting tables and counters (see also item “Meeting areas”).
- Avoid unnecessary narrow spaces or gathering areas (e. g. in front of exhibits or presentations) and make sure exhibits at your stand have enough open space around them. Ensure that your stand design allows for the aisles around it to be kept free.
- Please note that neither Spielwarenmesse eG nor NürnbergMesse GmbH checks or approves plans with respect to protection against infection. The protection against infection at your booth is your responsibility. Therefore, please appoint a contact person for hygiene subjects (hygiene officer). Spielwarenmesse’s “Important information / Technical Guidelines” will continue to apply unchanged.



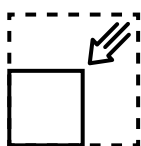
Meeting areas

- In meeting areas, the seating distance between tables and chairs must be arranged to ensure the participants remain at least 1.50 metres apart.
- If it is not possible to maintain a minimum distance in particular locations, other measures may be put in place, such as sneeze guards or screens in seating areas and on information counters etc.
- Masks may be removed at fixed seating or standing places, provided that a minimum distance of 1.50 metres to other persons is reliably ensured or a hygiene protection wall or screen is set up between the persons.



Two-level stand construction

- Two-level stands are permitted at the fair. Ensure at the design stage that staircases are sufficiently wide, or make provisions for one-way movement.
- If an upper level is in place, ensure that the lower area has an open layout and that an adequate air exchange can be guaranteed.



Small stand areas

- Minimum distancing is not essential if sneeze guards are in place on the meeting tables and counters. With such room separators or sheets of acrylic glass between the persons the mask can be removed at fixed seating or standing places. This means smaller stands can be designed with a range of meeting options.
- If room separators or sheets of acrylic glass are not practicable, exhibitors must limit the numbers of visitors to their stands.
- Note that if it is not possible to arrange waiting areas by your stand, your visitors must not wait in the aisles, as the aisles must be kept free in order to maintain the minimum distance between people.



Stand assembly and dismantling

Distancing and hygiene rules may lead to delays in assembling and disassembling your stand. We recommend

- you make full use of the time available at the Spielwarenmesse for assembly and disassembly. Be sure to work out your timing in detail, and if possible stagger the different activities involved to ensure smooth workflows.

Ensure all service providers you engage, e. g. stand construction companies, carriers, agency employees, technical services, etc., register in advance and carry an exhibitor or assembly/dismantling pass. If they do not hold such a pass they will be required to register on-site. Please advise your stand construction company of these conditions as appropriate.



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.

Further details can be found in the information sheet **Catering on exhibition booths under consideration of the hygiene concept.**

- In addition to Lehrieder (Spielwarenmesse's service partner), only service providers who meet the requirements of the Bavarian Coronavirus Protection Ordinance (CoronaSchVO) may be engaged – the catering service provider must provide proof to Spielwarenmesse eG and 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. Spielwarenmesse's "Important information / Technical Guidelines" will continue to apply unchanged.

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



Contact person for hygiene measures (hygiene officer)

- Each exhibitor, stand construction company and service provider must appoint a contact person for hygiene subjects who is responsible for compliance with corona-related hygiene measures, in particular adherence to the minimum distance and the general obligation to wear masks.

The hygiene contact person has the following duties:

- Knowledge of the framework **hygiene concept of Bavaria**
 - Knowledge of the **hygiene concept for Spielwarenmesse 2022**
 - Knowledge of these additional event-related hygiene instructions for exhibitors
 - Knowledge of the **gastronomic corona hygiene rules for booth catering**
 - Knowledge of the availability of the first aid station and the SCU (Security Control Unit) at: +49 911 8606 7000
 - Presence at the booth during the event
- Please provide us with the details of your stand constructor via the „Input stand construction“ section in the Online Service Center and provide him with all relevant information.



Other instructions

- The general hygiene concept for Spielwarenmesse 2022 can be found under this **link**. It contains detailed information on the COVID 19 measures that you as an exhibitor must also take into account.
- The measures for the protection of all trade fair participants can also be found at **www.spielwarenmesse.de/en/hygiene**

Last updated 30 Nov 2021 – subject to other official / legal requirements

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