

# CATALOGUE OF MEASURES PROTECTION AGAINST INFECTION SET-UP AND DISMANTLING OF EXHIBITION STANDS, SITE LOGISTICS



With immediate effect and until further notice, the **Technical Regulations** of Deutsche Messe AG and Fachausstellungen Heckmann GmbH will be supplemented by a catalogue of measures for infection protection.

The catalogue of measures currently comprises the following elements:

- 0: General Information about the Event
- Part 1: Design, Construction, Organisation of Exhibition Stands
- Part 2: Catering and Hospitality at Exhibition Stands, Delivery
- **Part 3: Set-Up and Dismantling of Exhibition Stands, Site Logistics**

## General information

This document specifies the measures and requirements that you, as an exhibitor, must observe and implement on your own responsibility at the Hannover Exhibition Grounds during the construction and dismantling periods and for the site logistics. Third parties employed by you are to be obligated by you accordingly.

Please also observe the general provisions of the Ordinance on Protection against New Infections with the Coronavirus SARS-CoV-2 of the State of Lower Saxony, as amended, which are also generally applicable during the construction and dismantling phases.

Deutsche Messe and Fachausstellungen Heckmann reserve the right to adapt this catalogue of measures in compliance with sovereign measures (e.g. court or official orders or other sovereign regulations such as laws or ordinances) and to specify further measures and conditions or to restrict or cancel measures and conditions already specified. Controls by both the authorities and Deutsche Messe / Fachausstellungen Heckmann are to be expected at all times. Instructions issued by the staff of the authorities and Deutsche Messe / Fachausstellungen Heckmann must be followed at all times.

All information, conditions and measures listed here are based on the currently valid legal requirements and the current state of knowledge. Our protection and hygiene concept will be adapted in the event of changes in the legal situation or if new knowledge is gained from operational practice. We update this catalogue of measures on an ongoing basis.

Please check whether the planning of your trade fair appearance is based on the current version of the catalogue of measures.

## Measures and conditions

- As far as possible, a minimum distance of 1.5 m between persons must be maintained even during the set-up and dismantling period.

Where the minimum distance cannot be maintained in exceptional cases in a comprehensible manner, suitable protective measures must be taken to avoid droplet or smear infections; such measures include, for example, the installation of temporary spitting protection devices and/or the obligation to wear mouth-and-nose covers in these areas; for this purpose, mouth-and-nose covers must be provided in sufficient numbers at the stand.

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- When working in a team, fixed small teams should be formed and work processes and contact times coordinated in advance to avoid unnecessary meetings of people.
- The necessary measures for occupational health and safety continue to apply unchanged. The current requirements of the Employer's Liability Insurance Association must be taken into account when preparing risk assessments.
- Employees must be instructed in the applicable infection protection measures and requirements and it must be ensured that they have understood the current distance and hygiene rules. These include in particular: washing hands thoroughly with soap on a regular basis; sneezing or coughing in the crook of your arm; keeping hands away from your face; refraining from greetings with handshakes.
- Compliance with the rules of hygiene must be regularly checked and documented.
- The information graphics issued by the Federal Centre for Health Education with the applicable hygiene and clearance rules must be clearly visible and comprehensible at central points on the stand.
- Work clothing, personal protective equipment (PPE) (e.g. gloves, safety goggles, ear protection, work shoes, respiratory protection), tools must be provided for each person individually or person-related. Cleaning and hygienic storage must be ensured.
- A sufficient number of disinfectant dispensers must be kept available on the stand area and refilled regularly.
- Breaks shall be held outside the exhibition halls. Smoking is prohibited in the exhibition halls.
- The assembly and dismantling periods defined for the event must be observed.
- It must be documented in daily updated list form, which persons are working on the stand area, taking into account data protection. If necessary, this information is to be passed on immediately to the infection control authorities.

For further information on infection prevention measures and requirements for the design, construction and organisation of exhibition stands as well as for catering, hospitality at exhibition stands and delivery, please refer to the relevant parts of the catalogue of measures.

FACHAUSSTELLUNGEN HECKMANN  
HANNOVER / BREMEN