



# SOP FOR HOLDING TRADE EXHIBITIONS

(wef 1<sup>st</sup> February 2021)

\*No Trade Exhibitions in containment zones

**Competent Authority may implement additional measures within their jurisdiction as per their local assessment**



## GENERIC PREVENTIVE MEASURES

- Persons above 65 years, persons with co-morbidities, pregnant women & children below 10 years are advised to stay at home
- Physical distancing of at least 6 feet to be followed as far as feasible
- Use of face covers/masks to be made mandatory
- Practice frequent hand washing, use of alcohol- based hand sanitizers
- Respiratory etiquettes to be strictly followed
- Self-monitoring of health by all and reporting any illness at the earliest to state and district helpline
- Installation and use of 'Aarogya Setu' app mandatory for all with smart-phones
- The National Directives for COVID-19 Management & relevant guidelines issued by MHA, MoHFW, State Govts, etc. to be strictly complied



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## MEASURES TO BE ADHERED TO BY EXHIBITION ORGANIZERS (4/5)

- The minimum stall size should be 12 sq mtrs and preferably all stalls should be two side open. The passage width for movement of people should be a minimum of 5 metres

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- The organizer needs to ensure that a minimum of 60% of the area in an exhibition hall is left open for circulation of visitors

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- The Organizers will construct minimum of one Isolation Room of minimum 3m x 3m (four sides & ceiling covered, with lockable

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- The Fair/Exhibition Organizer would also ensure to identify and safely transfer the identified suspected COVID-19 patient to the isolation room till arrival of medical team or transferring to a COVID Hospital. Disinfection of premises shall be taken up if the person is found positive



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## MEASURES TO BE ADHERED TO BY EXHIBITION ORGANIZERS (5/5)

- The Fair/Exhibition Organizer should ensure that the paramedic ambulances that are inside the venue for their event are manned by full-time doctor/healthcare staff/nurses with personal  
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- Digital payments should be encouraged  
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- If Organizers are providing transport shuttles, they should be cleaned regularly  
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- Avoid transportation to/fro from any Containment Zones  
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- Organizers should ensure that there should be no live music events  
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- Organizers to ensure that all eating places must be outdoors as far as feasible



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## MEASURES TO BE ADHERED TO BY THE SERVICE PROVIDERS

- Duly filled in Self health Declaration forms shall be collected from all Stand Fabricators
- Service providers shall park their vehicles at designated places till they get clearance from the Venue Owner to enter
- All service providers shall undergo thermal scanning at entrance of the exhibition venue by maintaining physical distancing
- Cleaning and regular disinfection (using 1% sodium hypochlorite) of frequently touched surfaces (doorknobs, elevator buttons, handrails, queue barricades, seats, benches, washroom fixtures, etc.) to be made mandatory in all public utility common areas
- The bio-medical waste (mask, face covers, visors, PPEs etc.) generated may be disposed of in accordance with the hazardous waste disposal guidelines



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## MEASURES TO BE FOLLOWED BY VISITORS

- Aarogya Setu Mobile App is recommended for all visitors/delegates and mandatory for the ones with a smart-phone

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- Visitors should pre-register themselves

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- The visitors/delegates should not enter the venue ground if their temperature is not normal

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- Visitors to be allowed entry only if using face cover/masks. The face cover/mask has to be worn by all, at all times, while in public places

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- Visitors should adhere to all the guidelines prescribed by the Trade Exhibition Organizer



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# ADDITIONAL SOPS FOR HOLDING CONFERENCES DURING EXHIBITIONS

- Identify closed door conference areas for any conference sessions planned during the exhibition with seating and avoid any standing attendees
  - Preferably the conference sessions can be held in an Open air Conference Hall
- Speaker/panelist chairs to be placed ensuring safe distancing
- Ensure physical distancing for attendees & sanitization of conference areas after regular intervals
- For holding B2B meetings during the event, a suitable facility ensuring sufficient space must be created to hold the meetings