

## HEALTH & SAFETY POLICIES

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The following health and safety policies were developed based upon current recommendations for events held today. As we prepare to return to in-person events and ACT Expo in August, we expect these policies to evolve significantly. We will be updating this document as these changes occur. We look forward to welcoming you back to Long Beach in August 2021!

### EVENT SPACE

- All session, plenary, and meeting rooms will\* comply with local or state mandated occupancy restrictions and will\* limit the number of attendees in each room. Access to session and plenary rooms will\* be on a first come first serve basis.
  - Table rounds, chairs, seating areas and other physical layouts arranged to ensure appropriate distancing.
  - Session presentations will\* be available for all attendees.
  - The agenda for the event will\* allow multiple modes of participation, including mobile app engagement, overflow rooms for viewing sessions and online-only content.
- A one-direction traffic flow will\* be created for entering and exiting meeting space to minimize cross traffic between attendees.
- Hand sanitizer stations located at strategic locations such as reception areas, entrances, stairs, elevators, registration counters, expo hall, etc.
- Physical distancing signs will\* be implemented for any lines/queues. Signs/markers will\* be placed to designate areas where attendees may sit or stand.
- Physical barriers, like sneeze guards and partitions, will\* be placed between event staff and attendees where possible.
  - Registration counters will\* be spaced out, with partitions and sneeze guards.
- Public health related signage will\* be posted throughout the event site, including hand washing and physical distancing messages.
- We aim to minimize unnecessary contact between attendees, event staff and surfaces as much as possible. ACT Expo will\* provide key information, updates, and event collateral through its Mobile Application.
- Face masks will\* be required while in the event footprint. Masks will\* be available onsite for attendees if needed.

### FOOD SERVICE

- Meals will\* be provided on an individual serving basis either plated with lids, boxed, or serving stations with sneezeguards and attendants.
  - There will\* be no self-service buffet style service.
- There will\* be no shared use of utensils, food, beverages, condiments, etc.
  - Attendees will\* be provided with individual bottled/canned beverages/condiments.
  - There will\* be no loose cutlery available, instead we will\* use banquet cutlery roll ups.

### VENUE DISINFECTING + CLEANING

Long Beach Convention & Entertainment Center is a certified GBAC Star Facility. GBAC is an independent third-party verification system that ensures the facility's cleaning protocols meet the highest standards by conducting:

- Regular cleaning of high touch point areas such as, escalator handrails, stair railings, door handles, purchase devices and elevator buttons with CDC recommended products.
- Regular cleaning and sanitizing of facility public spaces and restrooms.
- Allowing for ample time between sessions for proper cleaning of rooms, surfaces, audio visual/presentation equipment, etc.
- Overnight deep cleaning of all restrooms and meeting spaces.

### EVENT STAFF + PERSONNEL

- Staff will\* complete a temperature check and a health survey prior to their scheduled shift.
- Staff must wash hands hourly and sanitize after any contact. Registration staff will sanitize hands after interacting with each attendee.
- Staff will\* be required to wear face masks at all times while in the event footprint.
- Gloves will\* be required for any activities that involve close contact with high touch surfaces, food, or material distribution (i.e., registration tables, pens, handling brochures or giveaways, etc.).
  - Gloves will be sanitized or switched regularly/as needed.
- Staff will\* maintain physical distancing between attendees and other staff members.
- There will\* be ACT Expo safety ambassadors circulating around the conference helping to promote social distancing, good hygiene, distribute masks, etc.

### Exhibitors + Expo Hall

- Exhibitors are encouraged to construct exhibits that are as open as possible, using materials that are easy to manage, clean and sanitize daily.
- Service desks will be regulated by current health standards.
- Overnight disinfection of show floor and daily high traffic areas.

### HEALTHY TRAVEL TIPS

We encourage all visitors to use their own discretion and follow all travel best practices recommended by the Centers for Disease Control and Prevention:

- Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.
- Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow. Avoid touching your eyes, nose, and mouth with unwashed hands.
- Avoid close contact with people who are sick.

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ACT Expo management will monitor and update this information as policies evolve so attendees have the most current information.

\*We anticipate these policies will evolve significantly by the August 2021 event date.