

# Guidelines on the Prevention of COVID-19

Welcome to HOFEX, ProWine Hong Kong@HOFEX, Retail Asia Conference & Expo, Natural & Organic Asia 2021!

In accordance with the latest requirements and guidelines of the HK Government and the HKCEC, exhibitors are required to take the following measures in the prevention of COVID-19:

## Negative Test Result for COVID-19/ Vaccination Record

All exhibitor staff and representatives who will present on the show days (7-9 September) must take a polymerase chain reaction-based nucleic acid test for COVID-19 **on or after 27 August** (14 days before the last show day) and obtain a notification containing a negative test result. Or, proof of a vaccination course completed **before on or 23 August** (14 days before the first show day) and submit to the Organisers prior to collection of exhibitor badge and admission to the exhibition hall. For details and submission deadline, please refer to the online exhibitor manual.

In accordance with HK government and venue requirements, the Organiser will keep all test results/vaccination records for 31 days; exhibitors are also required to retain their own test results/vaccination record for 31 days.

In addition, government representatives may visit the Exhibition at any time to carry out spot checks. Individuals who fail to comply with compulsory testing notices are committing an offence, which is subject to prosecution.

## Body Temperature Check

Everyone is required to undergo an infrared temperature check before entering the HKCEC. Anyone with a high temperature (at or over 37°C) will be denied entry. Exhibitors who feel unwell or display any COVID-19-like symptoms such as fever ( $\geq 37^\circ\text{C}$ ), cough, sore throat or shortness of breath are recommended to seek medical advice immediately and stay home. The Organiser and the venue operator shall have the right to refuse access to any person displaying such symptom(s).

## Wear Face Mask

Face masks must be worn in all areas inside the venue (except when dining in designated areas). As advised by the Centre for Health Protection (CHP), it is recommended to wear surgical masks.

## Cleaning & Sanitising

Hand sanitising stations are located throughout the venue. Exhibitors are also advised to prepare hand hygiene items such as 70% to 80% alcohol-based hand sanitiser / hand wipes on your stand, especially at the reception counter or areas where you are performing demonstrations.

Exhibitors are reminded the stand surfaces, such as tables, chairs, tabletop, showcases, etc. must be cleaned and sanitised after every use.

## LeaveHomeSafe

Exhibitors are required to either scan the "LeaveHomeSafe" QR code at the designated catering/tasting area, or register their names, contact numbers and the dates and times of their visits every time they enter these areas, and readily display them to the staff. The Organiser will keep the written or electronic registration records for 31 days.

## Food and Drinks Sampling/Designated Tasting & Catering Areas

Exhibitors must wear face masks and gloves when offering samples. All Food/Drink samples distributed must be in individual packs and covered. Buyers must consume the collected samples at the designated tasting areas. The Organiser and security officers have the right to require exhibitors to comply with this regulation, and exhibitors are

requested to cooperate with our instructions.

Eating and drinking will only be allowed in designated areas. No eating or drinking inside the stand, or hall aisles.

### **Hall Capacity**

In cooperation with the HK Government, the venue has adjusted the maximum capacity to avoid overcrowding. The Organiser may take relevant measures such as temporarily suspending registration or entry into the halls to comply with the maximum hall capacity. Please follow the instructions of our staff.

### **Social Distancing**

Exhibitors should monitor the trade buyers numbers on their stand and queuing for exhibit samples. Trade buyers should stand at least 1.5m apart while at the stand area. Exhibitors should have meeting tables at distance of at least 1.5m or with effective partitions (provided by contractor at extra cost upon request). No more than 4 persons at each table. The Organiser and security officers have the right to require exhibitors to comply with this regulation, and exhibitors are requested to cooperate with our instructions.

### **Be Considerate**

Exhibitors whose family members or friends have contracted COVID-19 should not visit the exhibition. The Organiser has the right to refuse entry to individuals wearing mandatory quarantine bands.

### **Emergencies**

If an individual who has contracted COVID-19 is found to have visited the exhibition, or if exhibitors or other show personnel have been confirmed to have contracted COVID-19, the Organiser will immediately contact the Centre for Health Protection (CHP) and take appropriate preventive measures according to CHP's guidelines.

There is a separate room in the venue where qualified first-aid staff will handle persons displaying COVID-19 symptoms or experiencing discomfort from respiratory infections in accordance with proper procedures.



**Informa AllSecure** is Informa's approach to enhanced health and safety standards at our events following COVID-19. For details, please visit: [https://www.retailasiaexpo.com/wp-content/uploads/Prevention-Measures\\_Exhibitor-Version\\_12-May-2021.pdf](https://www.retailasiaexpo.com/wp-content/uploads/Prevention-Measures_Exhibitor-Version_12-May-2021.pdf)

**Thank you for your cooperation and understanding. We look forward to seeing you at the show!**

*Guidelines are subject to changes according to the Government's latest regulations. Please visit our show website for update information.*

*Update as of 3 June 2021*

## 展覽防疫措施

歡迎參加國際食品餐飲及酒店設備展, 國際葡萄酒與烈酒貿易展覽會, 亞洲零售論壇暨博覽會及亞洲天然及有機博覽!

根據政府相關部門及香港會議展覽中心最新要求及指引, 參展商必須遵守以下衛生措施:

### 2019 冠狀病毒陰性檢測結果 / 疫苗接種紀錄

所有參展商工作人員及有關代表如需進入會場(即 2021 年 9 月 7-9 日展覽期間), 必須在 2021 年 8 月 27 日或之後進行一次「2019 冠狀病毒病核酸檢測」並取得陰性結果報告(其檢測日期必須為展覽結束日前的 14 日內), 或於 2021 年 8 月 23 日或之前完成接種兩劑 2019 冠狀病毒病疫苗(第 2 劑疫苗接種日期必須為展覽會首天的 14 日前完成)。陰性檢測結果信息或完成接種 2 劑疫苗電子針咭或證明需於限期前向主辦機構提交, 方可領取參展商工作證及進入會場。有關詳情, 請瀏覽網上參展商手冊。

主辦機構將把所有檢測結果或接種疫苗證明保留 31 天作紀錄之用, 而參展商亦必須自行保留檢測結果或接種疫苗證明 31 天。

此外, 政府相關部門代表或會於展覽期間到場巡查, 如未有遵從檢測公告即屬違法, 可被提出檢控或票控。

### 量度體溫

所有人員在進入會展中心前必須經過紅外線體溫探測, 如體溫在 37 度或以上, 將被拒絕入場。任何人士如身體不適或出現 2019 冠狀病毒病徵如發燒 ( $\geq 37^{\circ}\text{C}$ )、咳嗽、喉嚨痛或氣促等, 應馬上求醫並留在家中休息。主辦機構及展館工作人員有權拒絕該參展商進場。

### 佩戴口罩

參展商於展覽場內任何範圍必須佩戴口罩(於指定範圍用餐時除外)。而根據衛生防護中心指引, 建議參展商佩戴外科口罩。

### 清潔消毒

展覽廳內設有多個消毒搓手液區。主辦機構亦建議參展商於展位內提供含 70-80%酒精類搓手液 / 濕紙巾予工作人員及買家, 特別是在接待處或示範活動區。

每次使用桌子、椅子、桌面展示櫃等設施後必須進行清潔和消毒。

### 「安心出行」

所有參展商於每次進入展覽場館之指定餐飲區/試食區前, 都必須掃描「安心出行」二維碼或登記其姓名、電話號碼及其到訪日期及時間, 並展示予入口工作人員。主辦機構將保留該等手寫或電子記錄 31 天。

### 試飲及試食 / 指定試食 / 餐飲區:

參展商派發樣本時必須戴上口罩及手套。參展商提供給買家食品 / 飲料試食的樣品必須為獨立包裝及完全覆蓋。買家必須前往指定的試食區內品嚐樣品。主辦機構及保安人員有權要求參展商遵守這項規例, 並要求參展商配合我們的指示。

參展商必須於指定餐飲區內飲食，請勿於展位範圍內飲食。

### 展廳人流管理

展館已按照現行香港政府之預防及控制疾病規例調整場內人數上限。主辦機構將密切留意展覽廳內的客容量並採取相關的管理措施，例如短暫暫停買家登記或進入展覽廳，屆時敬請遵守現場工作人員之指示。

### 社交距離

參展商應監督在展位範圍內或排隊等候展品樣本的買家人數，提醒買家應與他人至少保持 1.5 米的社交距離。展位內會議桌之間亦必須相隔 1.5 米距離或設置隔板 (可向承建商額外付費租用)，每桌不能超過四人。主辦機構及保安人員有權要求參展商遵守這項規例，並要求參展商配合我們的指示。

### 顧己及人

參展商如有同住的家人或朋友出現 2019 冠狀病毒病徵，請勿參與展覽。主辦機構亦謝絕招待現正配戴接受強制檢疫手帶之人士。

### 緊急事故

若展覽期間不幸發現有確診人士曾到展覽參觀，或有展商職員或其他工作人員確診，主辦機構會聯同會展中心立刻與衛生防護中心聯絡，並遵從中心指引，作出相應防疫措施。

展覽場內設有獨立房間，由合資格的救護員根據程序處理在場出現呼吸道感染病徵或不適的人士。



請瀏覽大會網站以了解更多關於英富曼全方位安全的資訊

[https://www.retailasiaexpo.com/wp-content/uploads/Prevention-Measures\\_Exhibitor-Version\\_12-May-2021.pdf](https://www.retailasiaexpo.com/wp-content/uploads/Prevention-Measures_Exhibitor-Version_12-May-2021.pdf)

在此感謝閣下合作及理解，期待於展覽中見面！

根據政府的最新條例，防疫措施或會有所改變，有關最新資料，請瀏覽大會網站。

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