

# SAFE BUSINESS

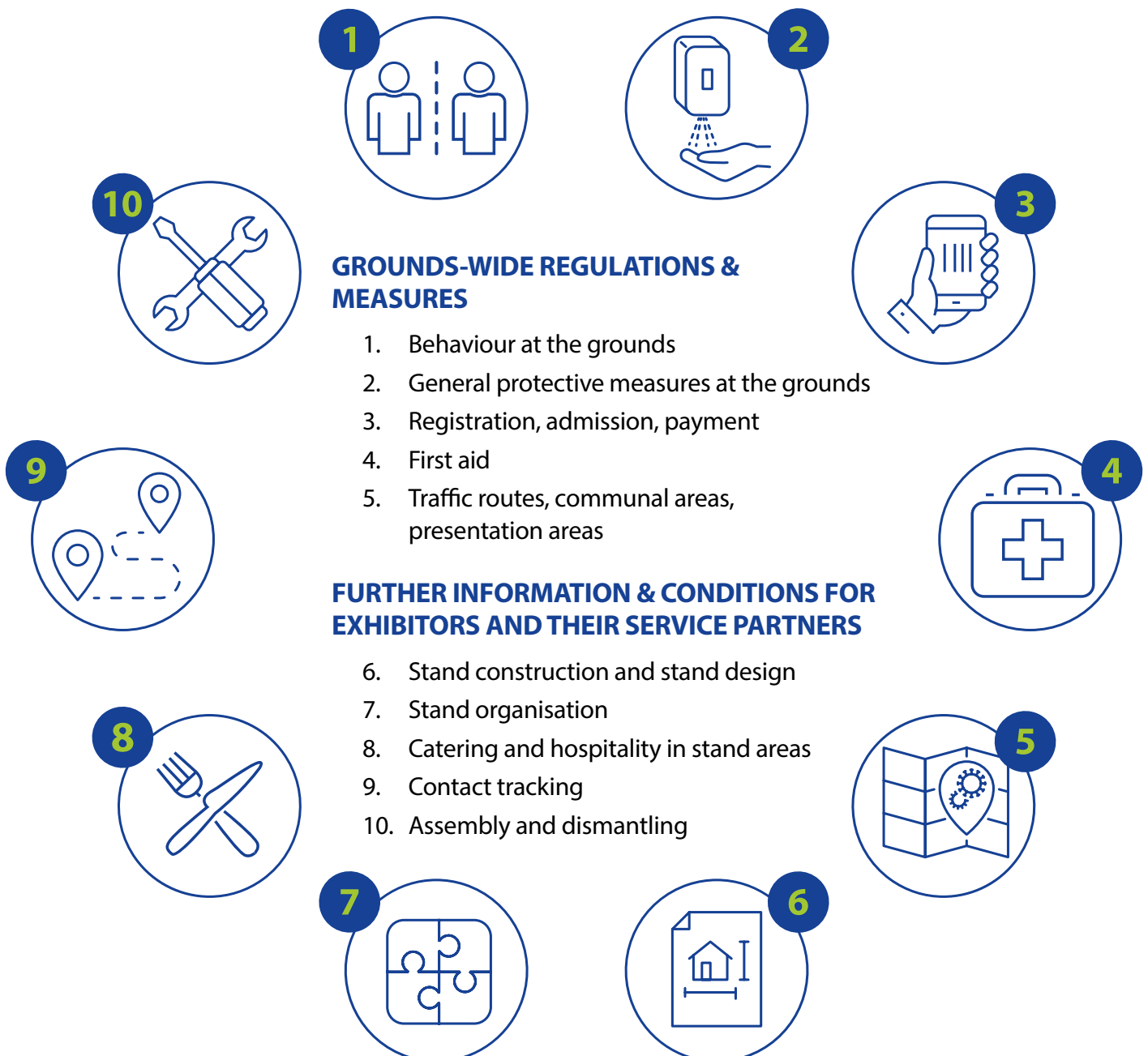
## MORE SAFETY FOR SUCCESSFUL BUSINESS

- Hygiene concept
- Information and conditions for exhibitors and their partners

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As the organiser, we are making every effort to ensure your safety during your visit to the trade fair grounds. We are therefore in close coordination with the responsible health authorities together with the operator, Deutsche Messe AG. With immediate effect and until further notice, the technical guidelines will be supplemented with protective measures concerning behaviour, distances and hygiene:



As a visitor, exhibitor or service provider, please always observe the following points, which are necessary for the successful implementation of the protective measures. As the organiser, we reserve the right to make changes and adjustments.

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## GROUNDS-WIDE REGULATIONS & MEASURES



### 1. Behaviour at the grounds

- When entering and exiting the event and throughout the entire event period, all persons at the trade fair grounds are required to adhere to a minimum distance of 1.50 m from one another ('minimum distance' in the following).
- Wearing mouth and nose protection is mandatory in all locations in which this minimum distance cannot be adhered to and in all locations in which this is specified by the organiser (marked accordingly).
- Please always observe the currently applicable [hygiene regulations issued by the Federal Centre for Health Education](#) [↗](#) (greeting without handshake, coughing / sneezing into the crook of the arm, regularly washing hands, avoiding touching one's face).



### 2. General protective measures at the grounds

- The trade fair grounds in Hanover offer an outstanding infrastructure that already guarantees the highest of hygiene standards.
- When events are conducted, the cleaning frequency is additionally increased; entrance and exit areas, toilets, etc. are also disinfected several times per day.
- Disinfectant dispensers can be found in the entrance areas, in toilet facilities, at service points and in the forums and conference areas.
- Throughout the trade fair grounds, transparent partition walls made of glass and plastic will also be installed at all counters at which contact between employees and service providers takes place (e.g. in the press centre, at the cloakrooms, at information points and in service offices).
- Signs and loudspeaker announcements, etc. will be used to point out the protective measures at the trade fair grounds.
- The catering areas will be extended with additional facilities outdoors. Takeaway food and drinks will primarily be on offer here.
- There will be fixed daily contingents of admission tickets to limit the number of persons at the trade fair grounds to a permissible maximum (pursuant to the applicable coronavirus ordinance).



### 3. Registration, admission and payment

- As part of the current measures, the prior registration of all persons is the prerequisite for admission to and remaining at the trade fair grounds.
- The recording of all essential personal information is intended to ensure that any necessary [tracking of category 1 contact persons pursuant to the specifications of the Robert Koch Institute](#) [↗](#) can take place.

- **Visitors** will exclusively receive their tickets in advance and online via the AGRITECHNICA ticket shop. Tickets cannot be purchased and previously purchased tickets cannot be registered on site. Each ticket is valid for a defined trade fair day. No multi-day tickets will be issued.
- **Visitors** who wish to visit the trade fair on several days must register separately for each day.
- **Exhibitors** will continue to receive multi-day tickets. However, it will be necessary to specify the days present or days of use in advance. Unused admissions per day will be credited to the visitor ticket contingent.
- To ensure adherence to the distancing regulations, personal guidance systems and floor markings will be used in the entrance areas.
- Bag checks are still planned on entering the grounds, under consideration of the applicable measures.
- You must keep your admission ticket with you throughout your entire visit, up to the point at which you exit the grounds. Proof of the respective visits (scanning the admission ticket) must be provided at specific locations on the grounds as part of contact tracking. (Entrance to and exit from the grounds, catering areas and at the exhibitor stands in the case of consulting, negotiation or sales discussions lasting at least 15 minutes, etc.)



## 4. First aid

- If you feel unwell and present symptoms of COVID-19, please contact the medical centre (initially) by telephone: **Phone: +49 511 89-30030**
- The medical centre is located behind the glass transition from north entrance 1 to hall 20 (please follow the signs).



## 5. Traffic routes, communal areas, presentation areas

- Please use only the accordingly marked entrance and exit doors.
- The widths of the aisles in the halls will be adjusted to create sufficient space to enable adherence to the minimum distance between persons.
- Please keep to the right in the aisles in the trade fair halls.
- Carpet tiles and aisle carpets will be used to help you identify the routes to be taken.
- In forums and conference facilities, a more spacious layout will be implemented to give consideration to the regulations concerning the minimum distance between participants.

## FURTHER INFORMATION AND CONDITIONS FOR EXHIBITORS AND THEIR SERVICE PARTNERS

Due to the COVID-19 pandemic, you are obliged to observe the following points as a AGRITECHNICA 2021 exhibitor.

Depending on the respective situation, the health authority is entitled to issue further orders, adjust orders that have already been issued or rescind them in their entirety.

Monitoring the conditions within the trade fair grounds and intervening immediately in the event of violations are the responsibility of the exhibitor.

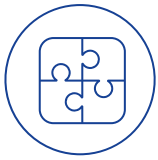
The DLG exhibition management reserves the right to restrict or prohibit the operation of individual trade fair stands at any time in the event of contraventions.



### 6. Stand construction and stand design

During the trade fair, a distance of at least 1.50 m must be adhered to between persons. The exhibitor is personally responsible for ensuring that the required minimum distance and the applicable hygiene and behavioural measures are implemented and adhered to on its stand area. The following regulations for stand construction have accordingly been established; as the exhibitor, you must take these into consideration in your planning and ensure them during your trade fair presentation:

- The trade fair stand must be designed in such a way that sufficient air exchange is ensured throughout the trade fair, particularly in meeting and other communal rooms, and that covered stand constructions are guaranteed (passive/active ventilation).
- Internal stand traffic areas and stairs (platforms, second stories, etc.) must be designed so that visitors and personnel can adhere to the minimum distance by means of constructive or strict organisational measures. This also concerns e.g. distances between exhibits.
- Plenty of space must be provided for spectators in the respective stand area for product presentations and show / action areas. An adequately dimensioned spectator area should ensure that the traffic routes are kept clear.
- Meeting and communal rooms for personnel must be dimensioned so generously and equipped with seating such that the minimum distance can be adhered to.
- Interaction points (counters, etc.) must be positioned so that sufficient space is available on the stand for visitors. If the minimum distance between two persons can understandably not be adhered to at interaction points, suitable constructive measures must be implemented (spit guard).
- Contact areas should consist of smooth, easily cleaned surfaces.
- Sufficient disinfectant must be provided at the stand for the exhibitors' employees and service partners.
- Additionally offering visitors the option of disinfecting their hands, e.g. by providing disinfectant dispensers, is also recommended (can be booked online in the exhibitor service portal).



## 7. Stand organisation

- We recommend controlled access to the stand to ensure that the minimum distance of 1.50 m is also adhered to at your stand at all times. Aisle areas in the hall may not be used as waiting areas.
- To support visitor guidance in the stand area, markings can be used to indicate the walking direction.
- Active appointment management and controlled visitor guidance (e.g. by means of regulatory personnel employed specifically for this purpose and route markings) can prove expedient for adhering to the minimum distance.
- Conducting shows or actions aimed at generating a large audience, which cause visitors to congregate in a relatively small area, is impermissible.
- Products may continue to be presented in the context of demonstrations subject to adherence to the applicable distancing and hygiene regulations.
- Highly-frequented areas and frequently used contact areas must be disinfected several times per day; the stand must be professionally cleaned at least once per day.
- We recommend offering mouth and nose protection and hand disinfection for visitors to the stand.
- Evening events and stand parties are banned at this year's AGRITECHNICA.
- The provision of brochures and information material as well as the issue of give-aways must be checked as regards conformity with the hygiene requirements and must be foregone in case of doubt.



## 8. Catering and hospitality in stand areas

- The current version of the Lower Saxony ordinance on infection protection measures to halt the spread of the coronavirus, particularly Section 6 'Catering operations', applies to trade fair restaurants, bistros, catering and tasting at the stand.
- We recommend only issuing foodstuffs in packaged form; sugar, salt, pepper and sauces, etc. must also be packaged in portions.
- If you are planning a catering area with unpackaged foodstuffs, we urgently recommend engaging a professional caterer. The caterer is obliged to adhere to all hygiene regulations.
- Self-service and buffet facilities are prohibited due to the applicable hygiene regulations, as is serving draught drinks.
- Issue of crockery and cutlery: please use either packaged disposable cutlery (preferred) or reusable cutlery cleaned in a dishwasher.
- Washbasins must be equipped with soap dispensers and disinfectant dispensers, and may not be used for washing cutlery, crockery or kitchen / stand cleaning utensils. A notice stating: 'Not for crockery or cutlery!' must be affixed in a clearly visible position above all washbasins.



## 9. Contact tracking

To enable specific contact tracking in suspected cases (category 1 pursuant to the specifications of the Robert Koch Institute [↗](#)), the following measures will be implemented:

- Throughout the entire event period, visitors and exhibitors (as well as their service providers) will initially be recorded at all entrances to the grounds.
- Prior registration is obligatory.
- Exhibitors are obliged to record all persons on the trade fair stand with whom a consulting, negotiation or sales discussions lasting at least 15 minutes is conducted. We recommend our electronic contact data recording system. Alternatively, forms for daily, manual recording are available from the hall manager's office, where the completed forms must be handed in to the hall manager (organiser's representative) at the end of each day of the event.
- Exhibitors and their commissioned service providers are additionally obliged to separately record their employees collectively each day (including during assembly and dismantling).
- In seated catering areas, contact data will be recorded throughout the trade fair period by the catering operator.
- In all cases, the contact data to be recorded include the surname, first name, the full address, telephone number, the date and the contact period (beginning / end).
- The organiser is obliged to retain the contact data for a period of three weeks commencing on the first following day of the event.
- If necessary, the public health department will be provided with the recorded contact data for evaluation and processing by the organiser / venue operator or by a company commissioned to do this.
- Further details concerning the procedure and data protection will be made available separately.



## 10. Assembly and dismantling

The general regulations of the latest version of the Lower Saxony ordinance on infection protection measures to halt the spread of the coronavirus also apply throughout the assembly and dismantling phase as a supplement to the technical guidelines. This particularly includes the regulation on professional practice (Section 10 CoronaSchVO). According to this, congregations of several persons for professional purposes are permissible.

Specifically, the following points must be observed:

- If possible, a minimum distance of 1.5 metres between the persons must be adhered to during all work. If this is not possible in exceptional cases, technical measures (spit guard) or mouth and nose protection must be used.
- Form small, fixed teams during the activity as well as during travel to and from the venue in vehicles and during breaks.
- Please instruct your employees to avoid unnecessary contact.
- Exhibitors and their commissioned service providers are additionally obliged to collectively record their assembly and dismantling employees separately each day.
- All employees must be informed of the SARS-CoV-2 work safety standards. It must be ensured that all employees have understood the instructions.
- This particularly applies to the distancing and hygiene regulations, i.e. greeting without handshake, coughing and sneezing into the crook of the arm, regularly washing hands thoroughly.
- Smoking is prohibited in the trade fair halls. If possible, breaks should always be taken in the open air.
- Accommodating employees in single rooms is urgently recommended. Collective accommodation must be avoided; sufficient distance must be ensured there under all circumstances. The applicable hygiene regulations must be displayed in an easily understandable and clearly visible manner.
- The regulations for entering the trade fair grounds have been changed. Details will be announced at a later point in time.
- On each assembly and dismantling day, the personalised assembly and dismantling card will be checked on entering or accessing the trade fair grounds.
- Separate dismantling regulations are required for the first day of dismantling (last day of the trade fair). As always, details will be announced during the trade fair. Please plan more time for this.

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