



WHERE THE WORLD MEETS, **SAFE & SOUND**

OCEC Post COVID 19 Work Guidelines
Client Baseline Clarifications

Back to Work

The Convention Centres, Meetings and Events industry has for objective to maximise the encounters between people, products, and information, in turn creating value at the local, regional, and international level. Yet to create this value in the current context, the industry recognises the importance of establishing global common protocols focusing on health and hygiene to maintain its value.

The Oman Convention & Exhibition Centre, based on governmental directives, industry researched guidelines and recommendations, as well as field experience in safely managing events, would implement the following client guidelines as work resumes post the COVID 19 lockdown and business halt.

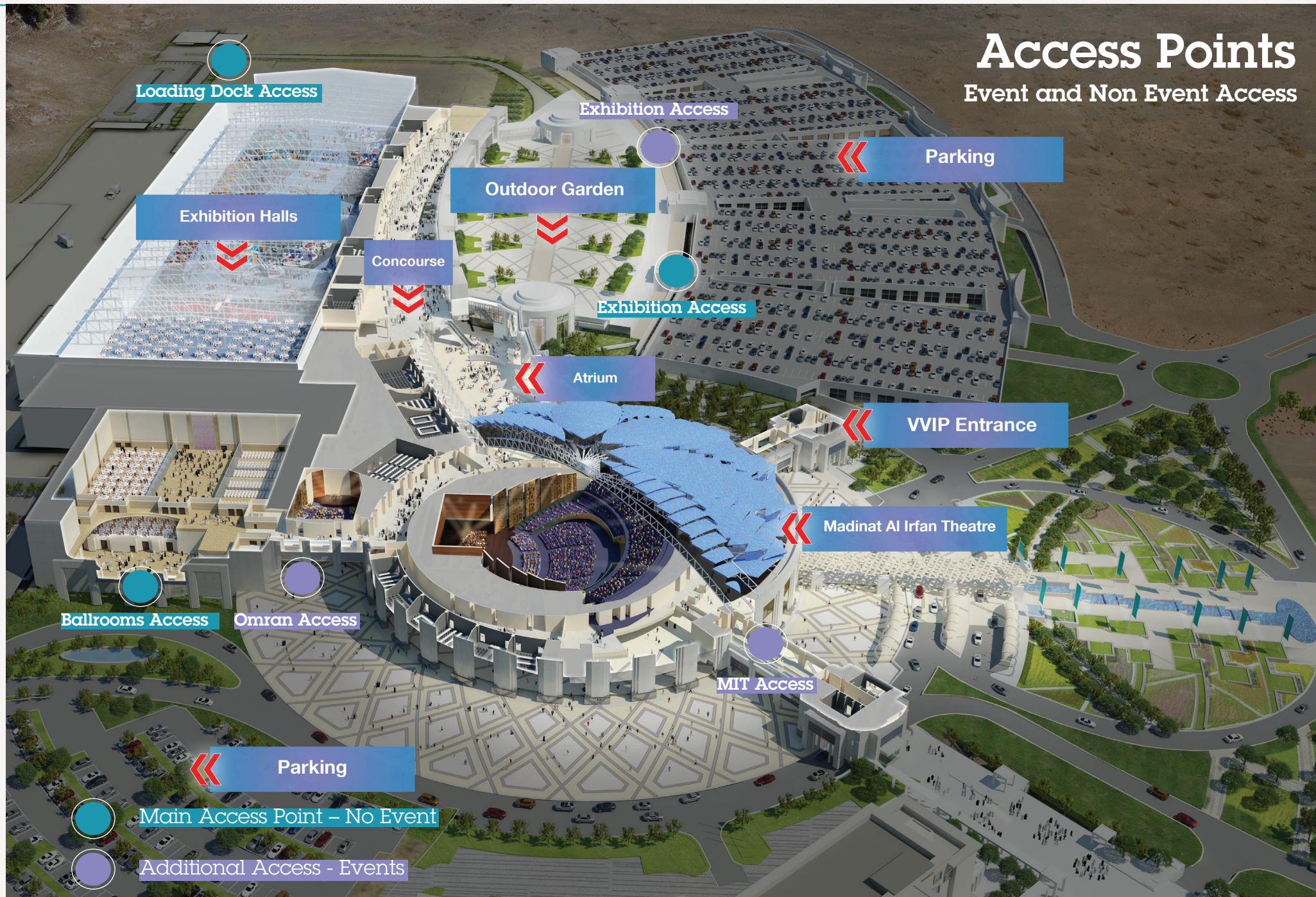
Background

OCEC and partners will continue to keep a close eye on guidelines and directives from pertinent stakeholders in relation to COVID 19 and other health issues. The stakeholders will include the World Health Organization, The Ministry of Health – OMAN, and others.



Access Points

Event and Non Event Access



Back to Work

General Instructions



Keep your office door open



Avoid using your
colleagues' office tools



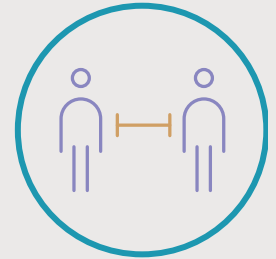
Use recyclable cups



Avoid contact



Adhere to temperature checks



Keep your distance



Avoid gathering inside
offices and hallways



Use your personal prayer mat



Adhere to safe distances
in the elevator



Use soap &
Antibacterial gel



Wash hands

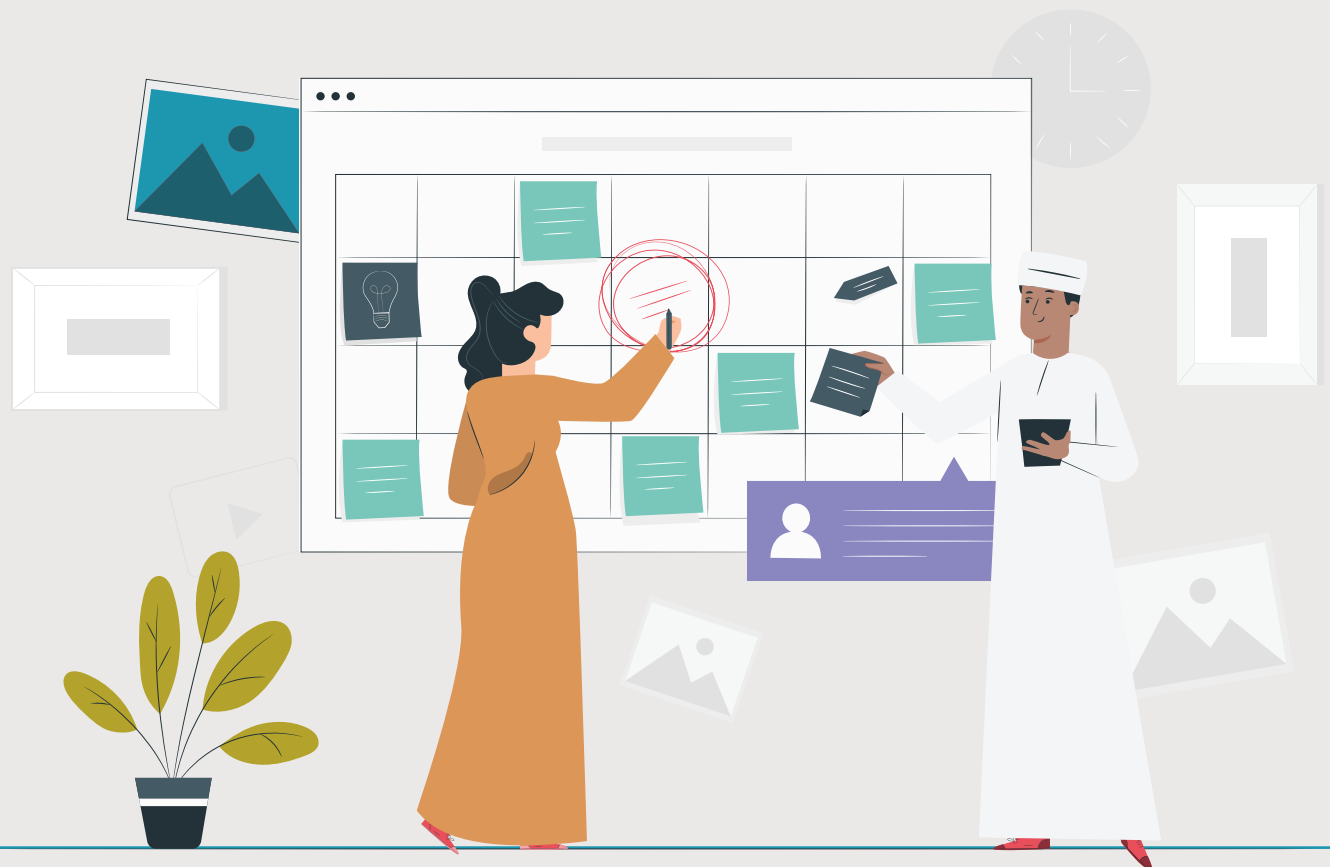


Wear a mask

PRE EVENT

- Event organisers and the OCEC will need to develop and deliver detailed awareness posters to remind the public and event attendees of the precautionary measures to be taken to stop the spread of the virus and protect self from cross contamination.

- Each client will be expected to provide a detailed risk assessment to their event including delegate numbers, management of visitors, high congestion periods, and methods to minimize contact such as registration and payments as well as prevention methods as requested by the event planning team at the OCEC.



- All event spaces will be deep cleaned by the OCEC team prior to event move in.
- Plan alternation and dedication of access points (event profile specific, one way route). OCEC will guide clients on possible paths to maximize safety and enable social distancing.
- Office and service counters manning alteration (event staff) to adhere to expected standards of 2 meters per person. Personal Protective Equipment will be mandatory for all public areas and offices per Supreme Committee guidelines.
- OCEC ensures that fresh air flow maintains a PPM of 450 to 600 to ensure good quality air is available at the venue.



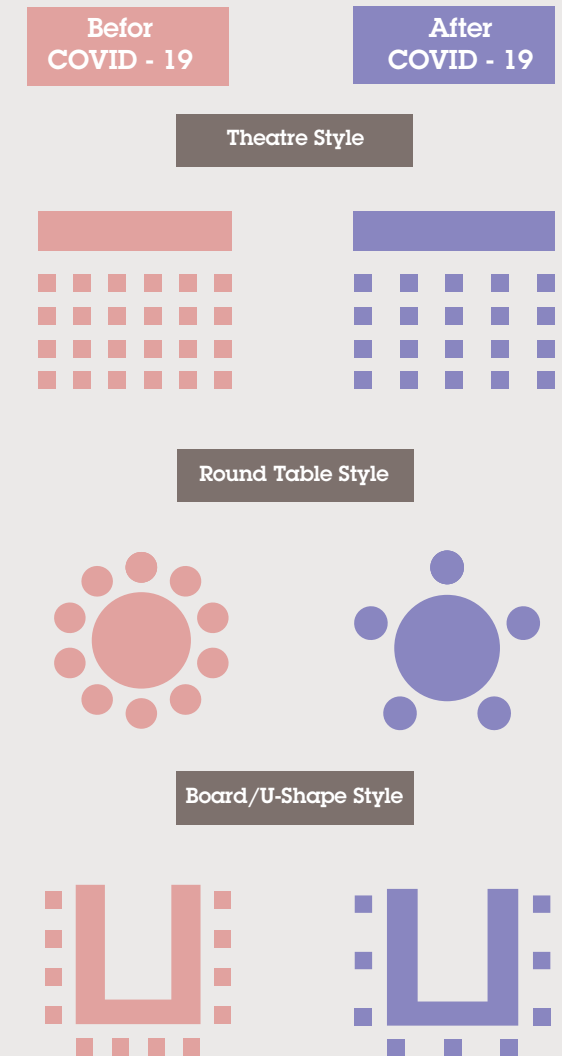
- Rearrange the concourse and socializing stations to adhere to social distancing expectations.
- Event design to take into consideration crowd management and specific access routes for entry and exit. Space design and social distancing to be adhered to taking into consideration the venue space and related activities.
- Event set up will be affected with smaller numbers on tables and in any other design set up. Each event will be affected differently and discussed in details with the client. As a general rule, all spaces in OCEC will only enable %40 capacity with safe social distancing in seating areas and related arrangement.



- Enactment duty of care (responsibility to all stakeholders and statement). Event based awareness and precautionary messaging starting from first entry point.



- Only permit attendance and participation in events after contact details of attendee is recorded.



DURING EVENT

- Clients will be expected to adhere to health screening measures as in safety check points with temperature checks as a standard, but may also opt for further interventions such as heat cameras and sanitization tunnels. Any stakeholder with symptoms or high fever to be denoted in a contact list and denied centre access.
- COVID 19 HSE video mandatory for all events (vendors, suppliers, exhibitors and before any event)
- Educate exhibitors or vendors of medical services and related measures including temporary isolation room.





PersonalProtectiveEquipment will be available for purchase at entrance check points unless provided by client to visitors/exhibitors.



Hand sanitizers should be made available by the client on each table or booth.



No pre-set papers/pens will be made available except when requested.

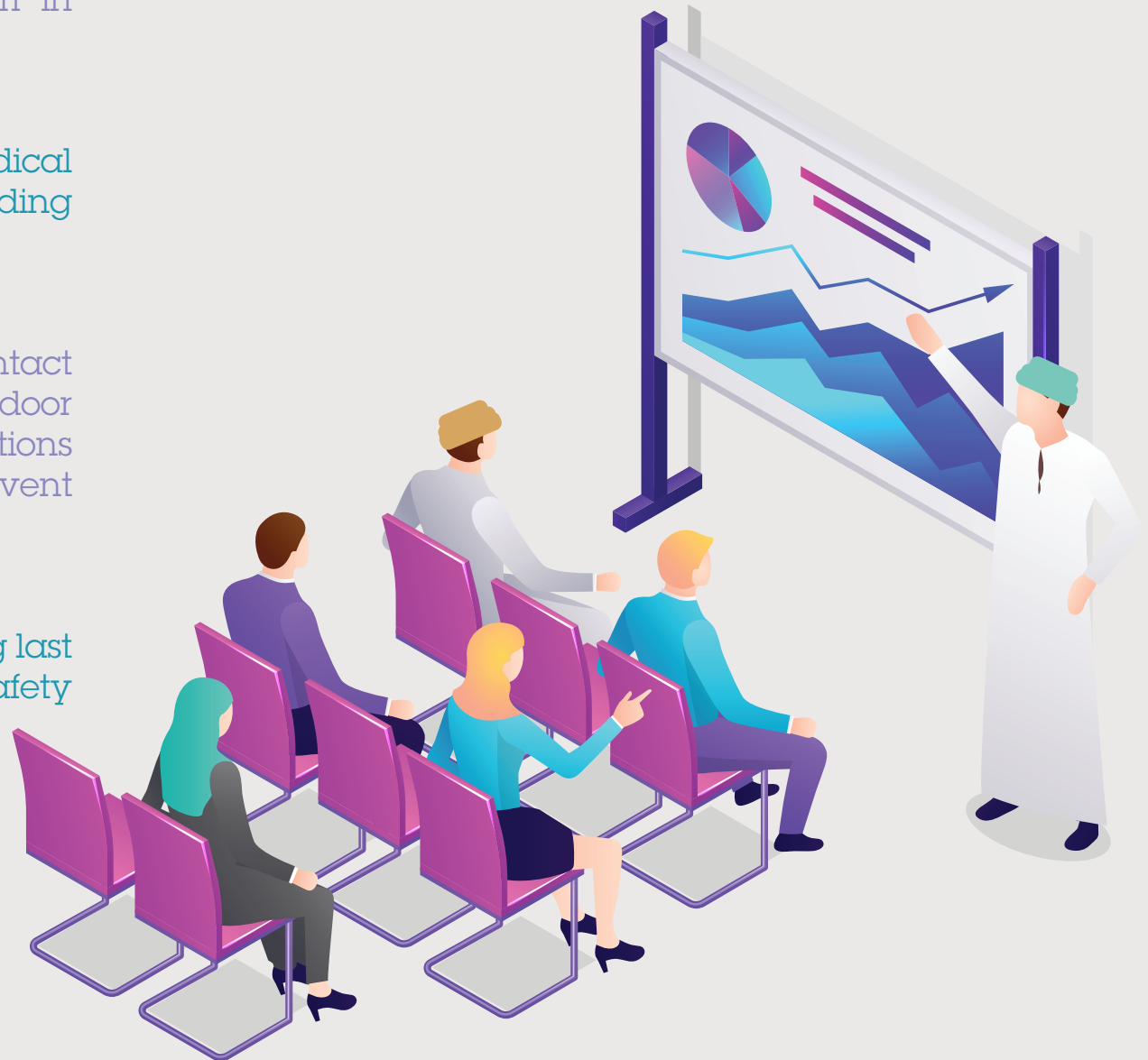


Plan for frequent cleaning and sanitization during the event related to event type and size. Client will be expected to make available the cleaning to the OCEC expectations or purchase the services through OCEC.



Space use will be taking into consideration of social distancing of 2 meters per person. Isles will be increased to 3 meters. Additional space incurred to enable this will be free of cost to the clients.

- Activate an emergency response team in collaboration with OCEC.
- Educate exhibitors or vendors of medical services and related measures including temporary isolation room.
- Client will be offered solutions to limit contact with elevators and door handles including door and lift assistant. Other more economic solutions will also be on offer to cater to different event requirement.
- All seating and set up requests, including last minute where possible, would be based safety distance / new capacities

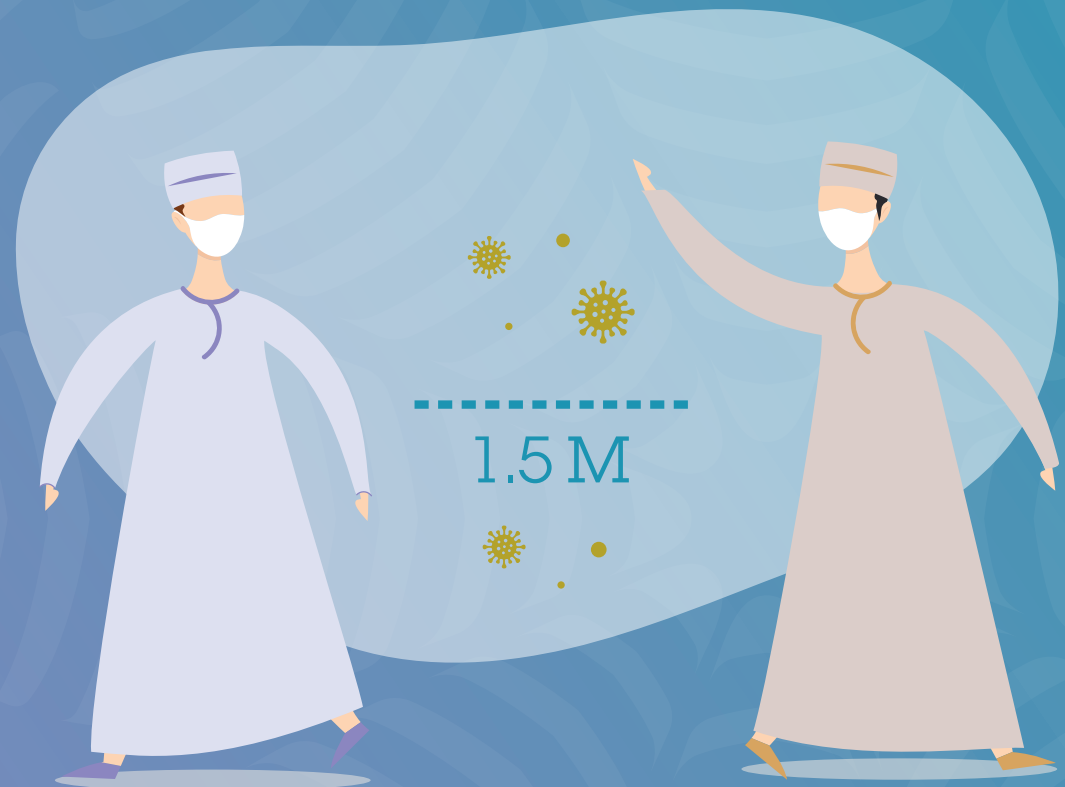


POST EVENT

- OCEC will provide deep cleaning of all client and supplier touchpoints.
- Post event review and improvement meetings will be held with clients to ensure quality improvement.
- Clients will be expected to submit a detailed attendance list of all exhibitors, clients, and visitors to their event to enable tracking in case of health requirements.



THANK YOU STAY SAFE



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