

FAQs for organizer – measures relating to the safety and hygiene concept (last updated September 11, 2020)

To ensure that trade fairs and congresses can take place safely and successfully even during the coronavirus pandemic, Messe München and other Bavarian trade-fair companies have worked out a safety and hygiene concept, which was officially ratified by the [Bavarian state government](#) on 23 June 2020. This concept ensures that trade fairs can start again from September 2020. Essentially, it is based on three topics:

- Social distancing
- Hygiene
- Traceability of all participants

The most important points include the general rule of 1.5 meters distance on the whole grounds. Where this distance cannot be maintained, and generally indoors, a mask is mandatory. If the infection rate continues to fall, which can be assumed from today's point of view, the mouth and nose cover can be removed from exhibition stands at the table. The traceability of all participants is guaranteed by pre-registration or an admission system.

The following FAQ covers the valid requirements of the safety and hygiene concept of the Bavarian State Government of 23 June 2020. We recommend all event organizers to consider the requirements as a minimum requirement for their event planning.

Please note that the situation is changing all the time. We will provide regular updates regarding all further developments and changes. Up-to-date information from Messe München regarding developments in connection with the coronavirus can also be found on the [Messe München website](#).

The organizer, with the support of Messe München, is responsible for the implementation of and conscientious compliance with the safety and hygiene regulations that apply at Messe München, the ICM – Internationales Congress Center München or the MOC Veranstaltungscener München at the time of the event.

Social distancing

- **On the event site**
In general, the minimum distance of 1.5 meters must be maintained on the event grounds. Due to the necessary admission controls, information is available about how many people are on the event area. The authorities' requirements regarding the number of visitors allowed can thus be met. This maximum number of visitors is always based on the size of the event area, thus ensuring the necessary conditions for maintaining the minimum distance of 1.5 meters.
- **At (trade fair) stands**
In the stand area, a mouth-nose cover must be worn in principle. **This does not apply at the table**, as long as the minimum distance of 1.5 meters can be kept safely. The contact details of these contact persons must be recorded separately by the exhibitor.
- **On public transport**
For visitors arriving by public transport, the current rules regarding local public transport apply.
- **At hubs**
At known hubs such as the entrance area or cloakroom where lines can occur and large numbers of visitors congregate, special rules will apply. Employees will also receive infection protection training.
- **In forum and conference areas or seating**
The minimum distance of 1.5 meters applies also in forum and conference areas. Measures such as access control and suitable seating etc. will ensure that the minimum distance can be maintained.
- **General guidance system**
When determining the routes, care must be taken to avoid hubs, for example with floor markings. Elevators may only be used by a maximum of one person.

Hygiene

- **Ventilation**
Messe München has its own ventilation concept. Our exhibition halls, the ICM - International Congress Center München and the MOC Veranstaltungszentrum München are equipped with modern ventilation systems that operate with the highest possible proportion of fresh air and the lowest possible proportion of circulating air. In addition, the indoor air is increasingly replaced by fresh outdoor air.
- **Mouth and nose cover – indoor areas**
At the moment, a mask covering the mouth and nose must be worn in all indoor areas on the trade fair site, regardless of whether the minimum distance can be maintained (exception at the trade fair stand at tables see item " Social distancing- At the trade fair stand").
- **Mouth and nose cover – outdoor areas**
If the minimum distance of 1.5 meters cannot be maintained, a mask must be worn in outdoor areas on the trade fair site (e.g. the atrium), the ICM – Internationales Congress Center München (e.g. courtyard) or the MOC Veranstaltungszentrum (e.g. the green area between halls 3 and 4).



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- **Mouth and nose cover – at (trade fair) stands**
In the stand area, a mouth-nose cover must be worn in principle. **This does not apply at the table**, as long as the minimum distance of 1.5 meters can be kept safely. The contact details of these contact persons must be recorded separately by the exhibitor.
- **Hygiene at (trade fair) stands**
The exhibitor must name a person present at the stand as a contact person for ensuring compliance with the hygiene and clearance rules, such as the disinfection of useful areas. Exhibitors are required to maintain regular hygiene, e.g. of exhibits. The service partners of Messe München or the MOC Veranstaltungszentrum offer support here.
- **Sanitary areas and cleaning**
The sanitary facilities will be cleaned at regular intervals. Hand washing and disinfection facilities with adequate distancing are provided.
- **Disinfectant dispensers and cleaning**
Disinfectant dispensers will be provided at all key locations on the site. Surfaces which are touched regularly (e.g. counters, tables, handrails) will be cleaned more often.
- **Doors**
All doors with the exception of fire doors will be kept open - as far as possible - in order to reduce contact with surfaces.

Traceability of all participants

- **Traceability in the event of an infection**
All event participants must register in advance via ticket purchase, i.e. via their visitor ticket, exhibitor pass or service partner pass, in order to obtain access authorization. This ensures that contact can be made immediately with the event participants if a corona infection is known.
- **Tracing at (trade fair) stands**
At exhibition stands at the table, the mouth-nose cover may be removed provided that the minimum distance of 1.5 meters can be safely maintained. The contact data as well as the attendance times of these conversation partners must be recorded separately by the exhibitor. Further, the exhibitor must record the contact details and the presence at the stand of the contact person separately. The exhibitor is free to decide how this registration is carried out: Either with a digital registration tool of their own or the data can be entered manually, e.g. using a list or business card.

Other topics

- **Number of visitors**
For each event there is a defined number of visitors allowed on the event area at the same time. This number is based on the event space and is set by the authorities.



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- **Catering**

In the catering areas of Messe München, the general rules of Bavarian gastronomy apply.

You are also welcome to set up your own catering area at your trade fair stand. The rules of Bavarian gastronomy also apply to this area. The most important rules are as follows:

- Up to 10 people may sit at one table.
- During the stay at the dining table NO mouth-and-nose cover must be worn.
- The contact details of visitors in your catering area must be recorded separately.
- The individual tables must have a minimum distance of 1.5 meters to each other or be separated by appropriate plexiglass partitions.

- **Catering**

Catering at the (trade fair) stand is allowed. The regulations for Bavarian catering which are known to our service partners apply. It is also allowed to provide catering at the stand itself. Food and drink counters should be equipped with protective devices, and food and drinks should only be served by service or buffet staff. Self-service food and drink buffets are not allowed. If employees serve food or beverages, they should be instructed and trained to observe the infection prevention measures. In the case that stand catering is offered, the exhibitor must record the contact details and the presence of the contact persons present at the stand separately.

- **Stand construction**

There are no mandatory requirements for stand construction.

- Due to the basic requirement to wear a mouth-and-nose cover, there are no conditions regarding the maximum number of persons on the stand.
- However, the general distance rules do apply. These should be considered during stand construction, e.g. when planning meeting rooms or tables. In this case, care should be taken to ensure that the minimum distance of 1.5 meters is maintained and that it is possible to remove the mouth-nose cover.
- For the catering area at the exhibition stand, the basic requirements for catering must be met, e.g. plexiglass safety barrier at serving points.

- **Parking**

Messe München, the ICM – Internationales Congress Center München and the MOC Veranstaltungszentrum have a parking concept with enough parking spaces and are experienced in organizing increased traffic.

- **Medical care – Exhibition grounds & ICM – Internationales Congress Center München**

The medical service is constantly present at events—from setup throughout the entire trade show and stand dismantling period. The first-aid stations are located in the main entrances West and East, as well as in Hall C4, depending on hall occupancy.

Paramedics and physicians will treat medical emergencies directly on the spot. If necessary, the public rescue service (ambulance) is called in to provide assistance. There is also a hygiene official on site.

- **Medical care – MOC Veranstaltungszentrum**

The ambulance service is constantly present at events. The first-aid station is located in Hall 4 and an additional ambulance is currently on site. Paramedics and physicians will treat medical emergencies directly on the spot. If necessary, the public rescue service (ambulance) is called in to provide assistance. There is also a hygiene official on site.

For individual topics, concrete, overarching concepts have been developed which are required for all events. We will inform you about these accordingly for your event. The concepts will be adapted to the respective event.