

Approved Hygiene Concept

for Trade Fairs, Exhibitions,
Congresses and Conferences
on the Grounds of Leipziger Messe

Version: 08.11.2021



Contents

1. Current situation and preliminary remarks
2. Legal basis
3. Goals
4. General hygiene measures
5. Additional incidence-dependent hygiene measures
6. Organisation
7. List of annexes
8. Declaration of agreement



1. Current situation and preliminary remarks

Trade fairs, exhibitions, congresses and conferences have been able to take place again in Saxony since 14 June 2021 due to the progress made in fighting the COVID-19 pandemic.

This hygiene concept was drawn up to ensure that events can be safely held on the grounds of the Leipziger Messe and at the Congress Center Leipzig. It serves as a framework concept that protects exhibitors, visitors and employees from the further spread of COVID-19, and forms the basis for decisions about custom hygiene measures for individual events, both for events organised by Leipziger Messe itself (own events) and for events organised by third parties on the grounds of Leipziger Messe (guest events).

The hygiene concept is considered to be the individual hygiene concept of the respective organiser.

The measures listed in the hygiene concept are based on the currently valid ordinances from the Federal Government and the Free State of Saxony, in close coordination with the responsible public health authority in Leipzig.

Implementation of the hygiene concept requires responsible cooperation from organisers, exhibitors and visitors.

2. Goals

The goals of the hygiene measures are:

- Preventing the spread of infection
- Managing social distancing
- Guaranteed contact tracing



3. Legal basis

This hygiene concept is based on the respective current versions of the following laws and regulations:

Federal Government

- Act on the Prevention and Control of Infectious Diseases in Humans (Infection Protection Act – IfSG).
- Ordinance regulating relief and exemptions from protective measures to prevent the spread of COVID-19 (Protective Measures Exemption Ordinance – SchAusnahmV).
- SARS-CoV-2 Occupational Health and Safety Ordinance (Corona-ArbSchV).

Free State of Saxony

- Ordinance from the Saxon State Ministry of Social Affairs and Social Cohesion on protection against the coronavirus SARS-CoV-2 and COVID-19
- General Ruling – Enforcement of the Infection Protection Act – Measures on the Occasion of the Corona Pandemic Order of Hygiene Requirements to Prevent the Spread of Coronavirus Disease 2019 (COVID-19)

In addition, the following were taken into account:

RKI (Robert Koch Institute)

- Recommendations from the Robert Koch Institute on infection protection



4. General hygiene measures

4.1 Determination of the number of visitors

The total number of visitors is limited by the event and corresponds to 50% of the approved total capacity of the venue used. There is no flat capacity limit for events with up to 1000 visitors.

Entry and exit times are recorded at ticket gates in order to determine the number of visitors present in the exhibition grounds at any given time.

4.2 Traffic areas and visitor guidance

Socially distanced queuing systems are in place throughout both indoor and outdoor areas. Floor markings are used in the entrance, ticket office and information areas to indicate social distancing regulations. Signs and announcements draw attention to our hygiene measures. Organisational measures (e.g. security staff) ensure that gatherings of people are avoided at critical points. Visitor flows and guidance measures are planned in advance and there is a temporary separation of entrance and exit areas. The main exhibition aisles at trade fair events have been extended to a minimum width of 4.00 meters.

4.3 Contact registration

To ensure contact tracing, all persons must be digitally registered before or, at the latest, when entering the grounds as a matter of priority. Surname, first name, telephone number and email address as well as postal address are recorded. All visitors are requested to additionally use the Corona-Warn-App. The individually assigned tickets must be scanned at the respective entrances and exits. This ensures that times and points of entry and exit are tracked.

4.4 Exhibition areas and stands

Organisers, service providers and exhibitors are all responsible for compliance with the SARS-CoV-2 Occupational Health and Safety Ordinance, the applicable Saxon Corona Protection Ordinance and the General Ordinance on the Order of Hygiene Requirements to Prevent the Spread of Coronavirus Disease-2019 (COVID-19) when planning and designing their stands as well as during construction/disassembly and participation in the event.

4.5 Catering areas

Catering facilities are provided with their own hygiene concept, in accordance with the specific regulations. The fair's own supplier, fairgourmet, has developed a hygiene concept to fulfil the requirements for caterers, which can be viewed on their website (www.fairgourmet.de).

In the case of events where alcohol is served and consumed, this must be limited by organisational measures.



4.6 Sanitary facilities

Sufficient toilet facilities (in accordance with VDI 6000 or SächsVStättVO) are available in the exhibition halls and in the Congress Center Leipzig. Paper towels are provided for hand drying.

4.7 Cleaning and disinfection measures

Dispensers filled with hand disinfectant (Apesin handactive F) are to be found throughout the entrance and exit areas as well as in front of the toilet facilities. Signs are used to draw attention to the use and observance of hand hygiene.

Cleaning is carried out according to a defined cleaning and disinfection plan. Any contamination in the sanitary facilities, especially on contact surfaces, will be removed immediately. The quality of the cleaning is regularly checked and documented.

4.8 Contactless payment

Cash registers are equipped with EC/ credit card terminals and visitors are advised to use contactless payment.

4.9 Ventilation

The exhibition halls and the Congress Center Leipzig are equipped with high-performance ventilation systems that are regularly maintained. Units are operating with an increased fresh air volume (> 80 %). The exchange of air is regulated by measuring CO₂ levels (< 800 ppm).

Halls 1–3 of the Congress Center Leipzig use a floor ventilation system to create an airflow upwards past the visitors.



5. Additional incidence-dependent hygiene measures

5.1 Hygiene measures when the seven-day incidence is under 10

If the seven-day incidence is under 10, the following measures will be implemented:

"3G rule" – fully vaccinated, fully recovered or recently tested

Visitors must show proof of vaccination, recovery or a test (not older than 24 hours) on entering the grounds. Proof will be checked before entry.

Mouth and nose protection

No masks need to be worn at events with less than 5000 visitors present at the same time.

5.2 Hygiene measures when the seven-day incidence is between 10 and 35

If the seven-day incidence is between 10 and 35, the following measures will be implemented:

"3G rule" – fully vaccinated, fully recovered or recently tested

Visitors must show proof of vaccination, recovery or a test (not older than 24 hours) on entering the grounds. Proof will be checked before entry.

Mouth and nose protection

It is compulsory to wear a medical mouth and nose protection mask while indoors. Visitors can remove masks when staying in one place, eating while seated at a catering facility or in meetings at the exhibition stands, as long as these take place in designated seating areas.

5.3 Hygiene measures when the seven-day incidence is over 35

If the seven-day incidence is over 35, the following measures will be implemented:

"3G rule" – fully vaccinated, fully recovered or recently tested

Visitors must show proof of vaccination, recovery or a test (not older than 24 hours) on entering the grounds. Proof will be checked before entry.

Social distancing rules

The number of visitors present at any one time is determined in advance for each event in such a way that the minimum distance of 1.10 meters to unknown third parties can be maintained at all times.

Mouth and nose protection

It is compulsory to wear a medical mouth and nose protection mask while indoors. Visitors can remove masks when staying in one place, eating while seated at a catering facility or in meetings at the exhibition stands, as long as these take place in designated seating areas.



5.4 Measures if the early warning or overstrain levels are activated

In the case of early warning or overstrain levels in Saxony, the following measures will be implemented:

"2G rule" – fully vaccinated or fully recovered

Visitors must show proof of vaccination or recovery on entering the grounds. Proof will be checked before entry.

At trade fairs, congresses and events similar to trade fairs, the proof of vaccination or recovery can be replaced by a PCR test (not older than 48 hours).

Social distancing rules

The number of visitors present at any one time is determined in advance for each event in such a way that the minimum distance of 1.50 meters can be maintained at all times.

Seats are allocated with an empty seat left between unknown third parties.

Mouth and nose protection

It is compulsory to wear a medical mouth and nose protection mask while indoors. Visitors can remove masks when staying in one place, eating while seated at a catering facility or in meetings at the exhibition stands, as long as these take place in designated seating areas.



6. Organisation

6.1 Staff training and instruction

A risk assessment based on the SARS-CoV-2 Occupational Health and Safety Ordinance has been carried out for the employees of Leipziger Messe and appropriate measures have been defined. Regular instructions are given.

6.2 Information for visitors and exhibitors

Cross-channel, visual and multilingual communication tools (e.g. displays, flyers, homepage of the respective event and of Leipziger Messe, social media channels, email) inform visitors, exhibitors and service providers about the hygiene measures of Leipziger Messe. The information is based on the recommendations of the Robert Koch Institute and the Federal Centre for Health Education. Information are presented in a clear and concise form.

6.3 Organisation

Checking and management of the measures are the responsibility of the event organiser. The current infection situation is monitored and measures are coordinated so that they can be adapted.

The main tasks are:

- Visitor control, crowd management, announcements
- Clarification of operational issues
- Coordination in the event of infringements
- Operational follow-up on the measures
- Contact person for the authorities

The implementation of the tasks and the respective responsibilities are documented for each event and recorded in the form of a task schedule or an event information document.

7. List of Annexes

Annex: Cleaning and Disinfection Plan