

# Approved Hygiene Concept

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

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## 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 corona 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 individual hygiene measures for each event.

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 Health Department in Leipzig.

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

## 2. Goals

The goals of the hygiene measures are:

- Crowd size management
- Avoiding the spread of infection
- 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 Determining visitor numbers**

The total number of visitors is limited according to the event. This number is calculated on 4m<sup>2</sup> per visitor for exhibition areas. It is the gross exhibition area that is used for the calculation. This also includes a supplement for service and exhibitor staff. Entry and exit times are recorded at ticket gates in order to determine the number of visitors present in the exhibition area at any given time.

### **4.2 Contact registration**

During registration, each visitor's surname, first name, telephone number, e-mail address and address are digitally recorded as a matter of priority. All visitors are requested to additionally use the Corona-Warn-App. Tickets are personalised and scanned at the respective entrances and exits. This helps to track times and points of entry and exit.

### **4.3 Traffic areas and visitor guidance**

Socially distanced queuing systems are in place throughout both indoor and outdoor areas. Entrances and information areas have floor markings or notices concerning hygiene measures and social distancing regulations. 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.

### **4.4 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 and participation in the event.

### **4.5 Lectures**

At lectures, there may not be more visitors in the room than there are seats available. Maximum seating capacity is defined according to the MVStättVO (Model Ordinance Governing Places of Assembly).

### **4.6 Catering areas**

Catering facilities are provided with their own hygiene concept, in accordance with the relevant 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](http://www.fairgourmet.de)).



#### **4.7 Sanitary facilities**

Sufficient toilet facilities (in accordance with VDI 6000 regulations for the provision and installation of sanitary facilities and MVStättVO Model Ordinance Governing Places of Assembly) are available in the exhibition halls and in the Congress Center Leipzig, and can be reduced or extended according to the type and scale of the event. Paper towels are provided for hand drying.

#### **4.8 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, is removed immediately. The quality of the cleaning is regularly checked and documented.

#### **4.9 Contactless payment**

Checkouts are equipped with EC/credit card terminals. Visitors are advised to use contactless payment options.

#### **4.10 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 CO<sub>2</sub> levels (< 800 ppm).

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

#### **4.11 Compulsory testing**

Compulsory testing is recommended for trade fairs, exhibitions, congresses and conferences.



## **5. Additional incidence-dependent hygiene measures**

### **5.1 Hygiene measures when the seven-day incidence is above 10**

If the seven-day incidence exceeds the value of 10, the following hygiene measures are to be implemented in addition to the measures described in section 4.

#### **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 always maintained. At lectures, the distances between the chairs are increased or empty chairs are added.

#### **Mouth and nose protection**

It is compulsory to wear a medical mouth and nose protection mask indoors.

#### **Compulsory testing**

If the organiser prescribes compulsory testing, compliance with social distancing regulations and the wearing of medical mouth and nose protection masks may be waived.

Visitors who have entered the country from high incidence areas (see [www.rki.de](http://www.rki.de)) in the last 14 days must present a negative test on the 2nd and 5th day of the event when entering multi-day events.

### **5.2 Hygiene measures when the seven-day incidence is above 35**

If the seven-day incidence exceeds the value of 35, the following hygiene measures are implemented in addition to the measures described in section 4.

#### **Compulsory testing**

All visitors are required to present a current negative test, proof of full vaccination or a positive antibody test to be admitted to trade fairs, exhibitions, congresses and conferences.

### **5.3 Hygiene measures when the seven-day incidence is above 100**

According to the current legal situation, if the seven-day incidence exceeds the value of 100, no trade fairs, exhibitions, congresses and conferences may take place.



## **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 briefings are held.

### **6.2 Information for visitors and exhibitors**

Information for visitors, exhibitors and service providers about Leipziger Messe's hygiene measures is available through cross-channel, visual and multilingual communication tools (e.g. displays, flyers, website of the respective event and of Leipziger Messe, social media channels, e-mail). The advice is concise and clearly laid out and is based on the recommendations of the Robert Koch Institute and the Federal Centre for Health Education.

### **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 in order 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 of the measures
- Contact point for 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. Declaration of agreement**

The Health Department of the City of Leipzig declared its agreement to the present hygiene concept of Leipziger Messe in writing on 16 July 2021.