

Exhibitor guide

Preparing for Medlab Middle East 2022

Medlab Middle East will be organised in accordance with Informa's AllSecure health and safety standard. When you join our event, you can expect to see that health and safety is our priority and we have a range of measures in place to ensure everyone involved is able to enjoy a safe, hygienic, productive and high-quality organised event experience.

Placing your safety at the heart of our events.

This document provides guidance on what measures will be in place at Medlab Middle East to ensure a safe experience, in accordance to current regulations.



Informa AllSecure 10 Key Commitments



The AllSecure standard is being maintained by key stakeholders in the events industry worldwide and will continue to be adapted as the situation allows.

Informa AllSecure continues to add required layers to our standard, as reasonably as practicable. For additional information on Informa AllSecure go to: <https://www.informa.com/AllSecure>

Informa AllSecure is Informa's approach to enhanced health and safety standards at our events following COVID-19. As a minimum, Medlab Middle East will apply the **10 AllSecure commitments** in a practical approach around Cleaning and Hygiene, Physical Distancing and Protection and Detection, outlined in this brochure. In addition, Medlab Middle East will follow government guidance or official local authority and venue specific regulations.

Cleaning and Hygiene



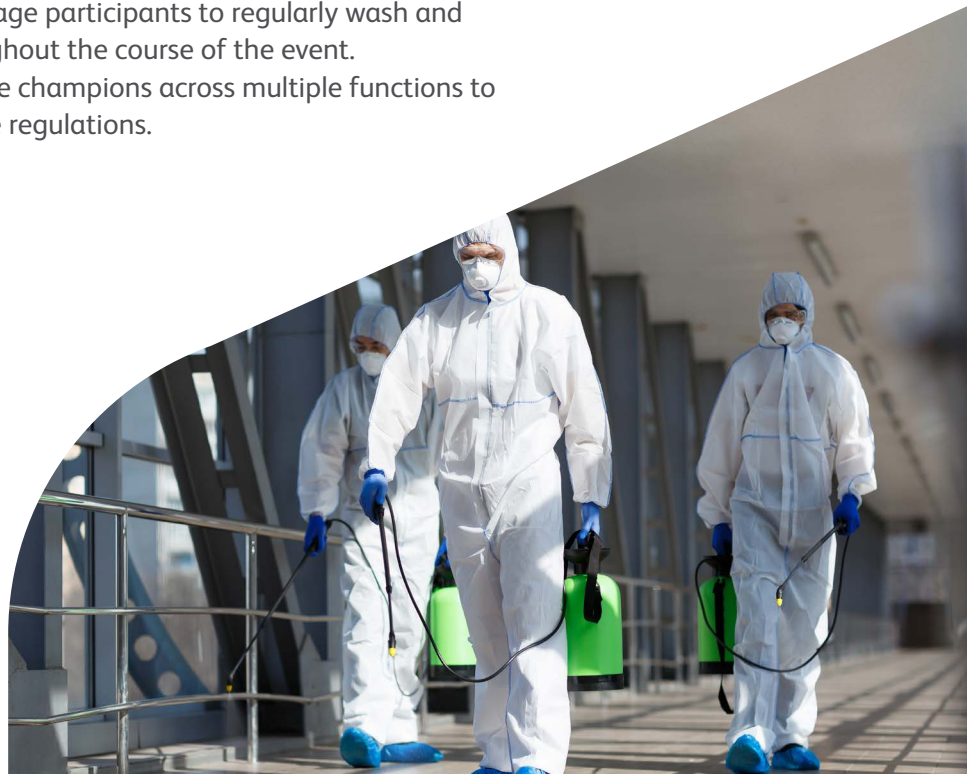
1. Enhanced cleaning

- Medlab Middle East will undertake enhanced, deep cleaning and disinfection in common areas before, during and after the event, working with the DWTC to ensure the highest standards of hygiene and cleanliness.
- This includes continuous sanitisation with focus on high-touch area such as door handles, restrooms, ATMs and food and beverage areas.
- Special disposal bins will be made available at each key entrance and washrooms for medical waste.



2. Personal hygiene

- Hand sanitisers will be available on Informa owned areas such as the InfoHub, registration, theatres and throughout all halls.
- On-site signage will encourage participants to regularly wash and disinfect their hands throughout the course of the event.
- The DWTC will have hygiene champions across multiple functions to ensure compliance with the regulations.



Physical Distancing



3. Non-contact registration

- Medlab Middle East has employed a contactless registration system that facilitates online self-registration and personal mobile registration onsite (QR codes).
- Registration for all exhibitors, contractors and visitors should be completed online prior to arriving onsite. There will be a self-service scanning of badges for entry and exit. Please refer to the **Customer centre** for further information on how to register.



4. Physical contact

- Medlab Middle East will recommend that participants avoid handshakes and embraces, promoting alternative ways to greet business partners.
- The exchange of printed materials, such as business cards and sales brochures will also be discouraged, with digital alternatives recommended.
- Additional protective measures and barriers will be in place at the InfoHub and registration areas.



5. Physical distancing

- Medlab Middle East will maintain a density of participants in line with local authority and venue regulations. **In compliance with the DWTC regulations, and social distancing to be adhered to at all times.**
- This will be managed through one or more control measures such as pre-show communications to participants, traffic control systems, on-site signage and on-site safety ambassadors.
- In seminar theatres and conferences, seats will be positioned with physical distancing. Capacity will be managed in these areas by scanning badges upon entry/exit and regular headcount checks.



6. Food services

- Medlab Middle East will work closely with the DWTC Catering team to employ the highest standard of food safety. Minimizing self-service buffets in favour of pre-packaged food options and disposable tableware.
- Queuing for any food station/outlet shall maintain social distancing; subject to local regulations.

Protect and Detect



7. Personal Protective Equipment (PPE)

- Face coverings must be worn by all participants at all times (including build, show open and breakdown).
- Further items of PPE, such as gloves and eye screens, will be used by participants and staff if appropriate, in line with local government and health authority advice.



8. Medical

- Medlab Middle East will have access to a qualified team and separate isolation zones at the venue. Participants will be asked not to attend if they are feeling unwell, and teams will follow local health authority guidance on detecting and managing anyone who displays symptoms of COVID-19.



9. Screening

- Medlab Middle East will follow relevant health authority guidance on screen participants.
- This may include temperature checks upon entry to the DWTC, using contactless thermal screening.



10. Trace and contact

- All participants are requested to pre-register and provide accurate contact numbers.
- Should it be necessary, Medlab Middle East will work with local authorities to trace and contact participants, subject to local privacy regulations.

For more information on the specific measures in place at Medlab Middle East, contact the event team directly on mlme.customerservice@informa.com. Details will also be included in event materials on registration or booking.



Recommendations for Exhibitors at Medlab Middle East 2022

We recommend that all exhibitors view these principles at the current level of precautions and recognise that all these additional hygiene, distancing and protection measures may be adjusted to provide the optimal customer experience. We are constantly monitoring the situation and will follow local government and authorities guidance in consultation with our venues.

Stand capacity

- In compliance with the DWTC stand regulations, the maximum number of people permitted on a stand (including exhibitor staff and visitors) should correspond to 1 person per 4sqm, at any one point. You must adhere to the local physical distancing requirements

Stand design (Space only)

- Submit your Stand Plans by 29th November 2021
- The maximum height of single level stands is 4m
- The maximum height of double decker stands and complex stands with hanging structures (rigging) is 5m
- Consider a stand perimeter in your layout to allow for physical distancing away from the aisles
- No enclosed meeting rooms allowed

Stand design (All stand types)

- Consider your design simple, to maximise space and help visitors maintain social distancing
- Stand layouts must satisfy hygiene, physical distancing and protection requirements
- Plan to have hand sanitisation stations available on your stand
- Prior to the opening of the event, all exhibitors are recommended to book enhanced cleaning services to sterilize their stands, furniture and displays
- Consider the type of surfaces on furniture – hard surfaces are easier and quicker to clean than material based
- Plan your stand with clearly marked entry and exit points where possible
- Minimise physical touch points, physical products and shared equipment
- Ensure contractors are aware of the physical distancing requirements, hand hygiene and respiratory etiquette

No overnight working will be permitted

- Schedule deliveries (e.g. furniture and AV) to optimise stand activities, at any one point
- Stand materials should be prefabricated off-site to reduce onsite activities
- Avoid any enclosed spaces on your stand intended for individuals (e.g. meeting rooms)
- Consider all participants, including those with disabilities

Exhibitor on stand activities

- Provide electronic brochures and product information where possible
- Essential demonstrations must control physical distancing in the audience
- Where distancing cannot be maintained, physical barriers must be adopted e.g. sneeze guards, PPE
- Avoid activities that promote queuing
- Schedule appointments in advance to minimize crowds
- Have visible sanitisation for shared equipment and materials
- Control shared confectionary and free beverages permitted
- Stand catering must be ordered through the DWTC catering team and will only be permitted where food is pre-packaged and disposable tableware is provided
- Touchpoints where physical distancing cannot be achieved must be protected by appropriate screens / barriers
- Avoid hospitality and/or general seating areas to minimize crowds of people
- Remove customer samples and promotional items, unless adequate hygiene controls are in place

Plan your trip

- Appoint a member of your team to be the main point of contact prior to and onsite for Medlab Middle East 2022
- Check any vulnerability group restrictions prior to assigning the onsite staff
- All staff to pre-register and have digital badges ready. Registration information is available in the Exhibitor Manual
- Observe public travel health guidelines – in domestic and destination countries
- Onsite staff must be briefed about social distancing, hand hygiene and use of PPE

For further information and Stand guidelines, please contact our Customer Services team at mlme.customerservice@informa.com.

For specific guidelines on your stand guidelines, please contact our Customer service team at mlme.customerservice@informa.com.

For more information
about Medlab Middle East 2022,
contact the event team directly
on medlabme@informa.com