

COVID RECOMMENDATIONS FOR DESIGN AND CONSTRUCTION OF FREE-STYLE STANDS

CONTINGENCY PLAN AGAINST THE PANDEMIC

During your participation at a trade fair, your stand will be the space that represents your company. There you will receive your clients, hold events and meetings, present your products and services, etc. Therefore, you must take into account the health and safety measures established by the authorities just as you would in your own place of work and assume responsibility for the safety of your employees and of those who come to visit you.

It is therefore important that, when designing this space, you take these recommendations into account.

Access

It is recommended to reduce the number of closed spaces, and if these exist, **that they are left unroofed** to enhance ventilation. IFEMA halls are very tall and this, combined with the HVAC system, means they are well ventilated.

In any case, possible overcrowding or people crossing each others' paths will be avoided if there are differentiated spaces duly marked for entry and exit.

Flows

Depending on the size of your stand, it is advisable to **create appropriately marked transit routes** to ensure that the movement of people **inside** takes place with the best safety measures, including entry and exit signs.

It is your responsibility to specifically manage and control these flows with regard to possible delays that may occur during the attention given to those attending the trade fair so as to guarantee minimum impact on common areas and respect for the rules established for the event (contribution). Please contact IFEMA security personnel on +34 91 722 5400 in the event of any incident that may arise in this regard.

Capacity

As in the halls themselves, the capacity of your stand will be limited depending on its surface area.

The number of persons admitted shall be one for every 2.5 m² of net floor area. For this calculation, you must eliminate those spaces occupied by furniture or exhibition elements.

If there are enclosed spaces on your stand such as meeting rooms, these must have their own capacity based on their surface area and the applicable health security measures.

The control of the capacity on your stand is your personal responsibility, and we would therefore recommend that you instruct the staff who will be taking care of it accordingly as well as making sure that there is information on the limit of said capacity displayed in a visible place.

Attending to the public

The direct public attention posts must allow for a mandatory minimum distance and **be protected with screens**.

With regard to the delivery of brochures and catering stands, it will be mandatory to apply the regulations drawn up for this purpose in the rules of participation. These must be taken into account when designing your stand.

Other measures

It is recommended that you have hydroalcoholic gel dispensing points in your stand.

It is essential to comply with all the rules contained in the Participation Regulations, which you can consult at the following link

<https://www.ifema.es/medidas-sanitarias-seguridad-para-eventos>