



CCCAOE FALL 2021 CONFERENCE

MODELING INCLUSIVENESS LEADS TO A SUSTAINABLE CALL TO ACTION

COVID-19 Travel Toolkit

Airplanes:

- Be sure to have an appropriate face covering that fits securely.
- If possible, choose an airline that leaves middle seats empty.
- Turn the vent so that purified air flows toward your face (planes use HEPA filters).
- Maintain physical distancing when in line, etc.
- Sanitize frequently touched surfaces (control buttons, seat belt, arm rests, tray table, seat back in front of you, etc.).
- Clean your hands often and well (soap/water for 20 seconds or use hand sanitizer with at least 67% alcohol and do not wipe dry).
- Carry your own water bottle with an appropriate lid and preferred snacks (most airlines are only providing services in first class).

Hotel: **OMNI - Safe and Clean:** <https://www.omnihotels.com/omni-safe-and-clean>

- **Cleanliness:** EPA-certified cleansers that are CDC-compliant are used to frequently sanitize guest stations and public areas. We increased cleaning of HVAC systems and replacement of air filters.
- **Associates:** Associates frequently sanitize when in common areas, keep up on proper hygiene and best practices, and are required to stay home if they are not feeling well or exhibiting CDC-defined symptoms of COVID-19. Mask required based on CDC and/or state or local ordinance.
- **Arrival Experience:** Limited contact with front doors, bell carts, key cards, and check-in or out process. Disinfecting of high-touch areas and personal vehicles upon return.
- **Meeting & Event Space:** Modified space options for social distancing where required by local ordinance or upon request. Social distancing signage is available upon request to help event spacing in high-traffic areas and encourage proper distancing.
- **Banquet Food & Beverage:** Cleaning, sanitizing, and disinfecting procedures and protective measures will be modeled after CDC and EPA guidelines per local ordinance. All service equipment, common surfaces, and high-touch areas will be sanitized or disinfected after each use.
- **Food & Beverage Outlets:** All cleaning and disinfecting measures follow CDC and EPA guidelines based on required local ordinance. Kitchen deep cleans and sanitizes at a higher frequency including the cleaning of food prep stations after each use; All dining tables, chairs and common furniture is disinfected frequently.
- **Audiovisual:** High-touch equipment is disinfected after each session; will use hand sanitizer throughout the day and after every client interaction. Encore will provide options to planners to assist in virtual content for attendees not on-site.
- **What you can do:** Pack sanitizing wipes or non-aerosol disinfectant spray. Before unpacking, disinfect high-touch areas (door handles, drawer knobs, faucets, counters, and light switches, television controls, pens, etc.). Open the windows if you can, should you wish to get air circulating. Disinfect vending machine buttons before you use them.
- **AND MORE....** Just visit - [OMNI SAFE AND CLEAN](#)

Taxis:

- Wipe down all high-touch surfaces.
- Open the window to promote air circulation.
- Wear your masks.
- Wipe your hands after you pay.

Car Rentals:

- Your rental company may bring you a sanitized car of the kind you choose instead of letting you walk through and select.