



# HYGIENE AND SAFETY

FAQ for Exhibitors [24 February 2022]

## Inhalt

For visitors: .....	3
How is Messe Berlin protecting exhibitors and visitors from the possibility of infection by Covid-19? .....	3
Do I need to present proof of vaccination or a negative test result in order to visit the Berlin Exhibition Grounds? .....	3
What requirements must I observe if I am arriving from another country? .....	5
Must I wear a face mask during the event? .....	6
How is Messe Berlin ensuring that the 1.5 m physical distancing rule is observed? .....	6
How about hygiene? What measures is Messe Berlin taking here? .....	7
How effective is the ventilation system in the exhibition halls? Is it not possible that the virus will spread in the hall? .....	7
Is contact tracing required? .....	7
Where I can get help if an employee suddenly feels unwell? Messe Berlin guarantees that qualified personnel and corresponding facilities are available on site to provide immediate medical help at every event. Please refer to the hall plan of the relevant event to determine the exact location of the first aid room. ....	7
For exhibitors: .....	8
As an exhibitor, what can I do to afford the best possible protection to visitors and employees on the stand? .....	8
How can I guarantee a maximum degree of hygiene on the stand? What support is Messe Berlin providing here? .....	9
Can I provide catering on the stand? .....	10
What must be observed in terms of hygiene during construction, dismantling and staffing? .....	10
Is contact tracing required? .....	11
What precautions must I take during stand construction? .....	11
How many people are allowed on the stand at any one time? .....	12

## For visitors:

### How is Messe Berlin protecting exhibitors and visitors from the possibility of infection by Covid-19?

The safety and health of our exhibitors, partners and visitors have the utmost priority for us. Therefore, in coordination with the relevant public health authorities, Messe Berlin has developed a comprehensive [safety and hygiene concept](#). The concept is based on the following principles: hygiene, physical distancing, ventilation and contact tracing. Based on these principles we are establishing an individual concept for each event, which takes the characteristics of the respective event into account and the current situation regarding the coronavirus pandemic.

Details of measures for individual events can be found on the respective websites. If you have any queries please contact our colleagues coordinating your event. Contact information is available on the websites of the events.

### Do I need to present proof of vaccination or a negative test result in order to visit the Berlin Exhibition Grounds?

Due to the current Berlin SARS-CoV-2 Infection Protection Measures Ordinance, indoor events (with more than 10 people present at the same time) may only take place under "2G-plus" rules. "2G-plus" indicates that only persons may attend who are correspondingly classified as recovered from COVID or fully vaccinated persons or who are legally exempt under the applicable provisions. In addition, participants must either have received a booster, recently recovered or be vaccinated or prove a negative test.

## 2G PLUS ENTRY RULES DO I NEED A TEST?

HOSTING THE WORLD.  
AND CARING FOR YOU.

No test required!		Test required!	
<b>Vaccinated 3x</b> 	<b>Recently vaccinated</b> Last vaccinated 14 days to 3 months ago 	<b>During school holidays:</b> Pupils up to the age of 18 	<b>Vaccinated 2x</b> Last vaccinated over 3 months ago 
<b>Recently vaccinated and recovered</b> Recovered over 3 months ago and vaccinated less than 3 months ago 	<b>Vaccinated 2x and recovered</b> Infected over 28 days and less than 3 months ago 	<b>Recovered and vaccinated 1x</b> Last vaccinated over 3 months ago 	<b>Vaccinated 1x and recovered</b> Recovered over 3 months ago 
<b>Children up to the age of 6</b> 	<b>Pupils who are regularly tested at school</b> 	Persons with a medical certificate exempting them from a Covid vaccination, or in the case of a pregnancy with a maternity pass. In these cases a negative PCR test is required. 	

Status: 9 February 2022 / Fourth Amendment Ordinance of the Fourth SARS-CoV-2 Infection Protection Measures Ordinance.

 **Messe Berlin**  
200 years hosting the world

Outdoor events with more than 100 people present at any one time must take place under "3G" rules (optionally under "2G" rules). take place. If the number of people present at the same time exceeds 2,000, "2G" rules apply. Please inform yourself prior to the event whether the event is taking place under "2G", "2G-plus" or 3G rules.

2G/2G-plus/3G rules apply only to the designated exhibition area and on the dates of the event, including any rehearsals or handovers prior to the start of the relevant event (involving contact with customers). "3G" rules also apply during construction or dismantling of the event.

As regards to the documentation to be provided the following applies:

- AG rapid test: test certificates may not be more than 24 hours old. PCR test: test certificates may not be more than 48 hours old.
- Vaccinated persons must supply proof that they have been fully vaccinated (a minimum of 14 days after their second jab with a vaccine approved by the European Union).

- Vaccinated individuals who have been issued a vaccination certificate in a third country outside the European Union for an administered COVID-19 vaccine that is equivalent to a vaccine approved by the European Union must present a vaccination certificate with the following information:
  - - Personal data (at least surname, first name and date of birth).
  - - Date of vaccination, number of vaccinations,
  - - Name of the vaccine,
  - - name of the disease vaccinated against, and
  - - characteristics indicating the person or institution responsible for carrying out the protective vaccination or issuing the certificate, for example, an official symbol or the name of the issuer.
- Persons who recovered from Covid-19 more than three months ago must present a positive PCR test result as well as documentation of at least one job with a vaccine approved by the European Union. If their recovery from Covid-19 falls between 28 days and three months ago then presentation of a positive PCR-test result is sufficient.
- The identity of the person named on the test certificate will be checked against an official photo ID.
- Proof of vaccination against or recovery from SARSCoV-19 must be verifiable in electronic form. Printed QR codes can also be verified digitally.

### What requirements must I observe if I am arriving from another country?

The travel rules issued by the Federal Republic of Germany apply. Travellers entering the country must supply documentation regardless of the transport by which they have entered and regardless of whether they have previously stayed in a "high-risk area" or an "area of variants of concern". All persons aged over 6 must on arrival be in possession of a negative test result, a vaccine passport or proof of recovery from Covid. Persons who at any time during the last ten days prior to entering the country have stayed in a currently designated "high-risk area" or an "area of variants of

concern“ must also observe specific registration, documentation and quarantine requirements.

A high-risk area is a country or region outside the Federal Republic of Germany for which there is an increased risk of being infected with the coronavirus SARS-CoV-2 at the time of entry into the Federal Republic of Germany. E.g due to particularly high incidences or other qualitative factors.

Virus variant areas are areas where there are indications that virus variants with particularly dangerous characteristics are present, especially when vaccines offer no or only limited protection. Accordingly, only areas where such virus variants circulate are defined as virus variant areas.

The Robert Koch Institute provides a list of currently designated high-risk and virus variant areas at [www.rki.de/risikogebiete](http://www.rki.de/risikogebiete). Please find out about the current requirements immediately before travelling. You can find information on the coronavirus and travelling to Germany in various languages [here](#).

### Must I wear a face mask during the event?

The provisions of the [SARS-CoV-2 Infection Protection Measures Ordinance](#) valid at the time of the event apply. At events held in all enclosed spaces it is obligatory to wear a FFP2 mask (also at the fixed place). At outdoor events, FFP2 masks must be worn if the number of persons exceeds 1,000, but not at the fixed location. If the number of persons is less than 1,000, a mouth-nose covering (min. OP mask) must be worn, also at the fixed place. Persons taking part in outdoor events must wear a medical face mask when not in their assigned location or in places where a minimum distance of 1.5 m between persons cannot be maintained. Participants are exempt from the mask requirement if one of the legally standardized exceptions applies.

### How is Messe Berlin ensuring that the 1.5 m physical distancing rule is observed?

In our general [safety and hygiene concept](#) we set out measures and notices to ensure that the physical distancing rule is observed. They include separate entrances and

exits, access control, a reduction in seats in front of stages and catering areas as well as corresponding aisle widths. The hygiene concept pertaining to an individual event defines specific measures for that particular event.

### How about hygiene? What measures is Messe Berlin taking here?

A specific cleaning and disinfection plan forms part of the safety and hygiene concept pertaining to an individual event. In addition to regular cleaning and disinfection of toilets, door handles and handrails it includes installation of mobile hand sanitiser dispensers at the entrances to the grounds and inside bathrooms. Furthermore, we urge participants to observe hand hygiene. Also cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow.

### How effective is the ventilation system in the exhibition halls? Is it not possible that the virus will spread in the hall?

During events, optimum control of ventilation in all enclosed spaces/halls, with the aim of providing an adequate air exchange rate (depending on outside conditions), is guaranteed by Messe Berlin's technical installations. During construction / dismantling at events, if 50 or more persons are present at any one time in a hall, or depending on individual circumstances, a decision will be taken as to when and for how long (ventilation / air exchange rate) air-conditioning systems will be employed to assist ventilation.

### Is contact tracing required?

There is currently no legal obligation for contact tracing. In order to ensure compliance with the prescribed maximum number of persons for events, the attendance times of exhibitors and visitors are recorded.

### Where I can get help if an employee suddenly feels unwell?

Messe Berlin guarantees that qualified personnel and corresponding facilities are available on site to provide immediate medical help at every event. Please refer to the hall plan of the relevant event to determine the exact location of the first aid room. In the event that symptoms such as coughing or high temperature are detected before visiting the fair we instruct all participants, exhibitors and service providers not to enter the exhibition grounds and to consult a doctor immediately.

#### In an emergency on the exhibition grounds:

- First aid is available from a doctor of the DRK (German Red Cross), telephone: +49 30 3038-2222

#### In an emergency outside the exhibition grounds:

- Berlin [hotline](#) for suspected Covid-19 cases: +49 30 90 28 28 28 8 (8 a.m. - 8 p.m.)
- Medical on-call service (hotline): +49 116 117
- Ambulance service (emergencies only): 112
- Local doctors in Berlin (mostly English-speaking)

Remember: please call ahead to notify of a suspected Covid-19 infection before obtaining medical assistance in person.

#### For exhibitors:

[As an exhibitor, what can I do to afford the best possible protection to visitors and employees on the stand?](#)

As an exhibitor you can implement numerous measures to protect participants. They include stand structures that make distancing easier and regularly disinfecting areas. Many of these measures can be easily achieved without spending large sums.

A hygiene concept is required for the construction and dismantling period and for the actual event which defines the hygiene measures on your stand and takes on-site circumstances into account. Internal and external employees are to be instructed accordingly. Furthermore, a person is to be named and appointed responsible for

ensuring that the safety and hygiene measures are observed during the construction/dismantling periods and for the duration the event, and who acts as an on-site contact in these matters.

However, the measures you take yourself are particularly important: washing hands regularly, wearing medical mouth-and-nose-coverings, keeping distance to other people – for most of us this is certain to have become the norm over the last few months.

[Who is responsible for enforcing the minimum physical distancing rule on the stand? What precautions must I take as an exhibitor?](#)

Exhibitors are responsible for ensuring minimum physical distancing is observed on the stand (under "3G" rules). Furthermore, all exhibitors must observe the safety and hygiene rules of the event in question. To facilitate this task, we recommend modifying stands and furniture accordingly (cf. Recommendations on Stand Construction), e.g. spacing seats in meeting rooms further apart, and using floor markings and signage as well as perspex screens at the information counter. In addition, everyone working on the stand should be instructed accordingly and if possible, always be employed in the same location.

Making appointments in advance is also a good idea in order to better organise the flow of visitors.

[How can I guarantee a maximum degree of hygiene on the stand? What support is Messe Berlin providing here?](#)

After registering as an exhibitor you can book a stand cleaning service in the usual way. Based on your individual requirements and subject to an additional charge you can also order an additional cleaning (e.g. disinfection) service. This includes regular cleaning of table and counter surfaces, equipment such as writing utensils or microphones, which should be disinfected each time after use. We also expressly recommend keeping an adequate supply of hand sanitiser for stand personnel and visitors. We also request that as an exhibitor you name an employee to act as the

contact and person responsible for ensuring hygiene and distancing rules are observed.

### Can I provide catering on the stand?

Provided that the safety and hygiene concept allows exhibitors to offer catering on the stands, the provisions issued by the authorities [SARS-CoV-2-Infection Control Directive of the Land of Berlin] and recommendations provided by DEHOGA as well as the BGN document entitled Supplement to the Risk Assessment of the Hospitality Industry must be observed.

The "2G-plus" rules currently apply to indoor restaurants and indoor catering areas, as well as for catering in stand areas. In these cases, no more than 10 people may be at a table. The minimum distance rule need not to be applied within this group of people. Where outdoor hospitality is provided and "2G-plus" rules do not apply, seating and arrangement of tables shall be such that a minimum distance of 1.5 meters is maintained between persons.

In accordance with the currently valid official requirements and the recommendations for infection control, decentralized dispensing points should be planned as far as possible in order to avoid larger gatherings. If this is not feasible spatially, then only one collection point is permitted. Table and/or counter service and self-service points (e.g. coffee machines, takeaway buffets) are permitted subject to observance of the minimum distancing rules. The mask can be removed for eating and drinking. Food and beverages may only be consumed at tables. This also includes bar tables and bar counters. Cleaning and disinfection must take place at frequent intervals.

### What must be observed in terms of hygiene during construction, dismantling and staffing?

During construction, dismantling and staffing - as for other workplaces - the "3G" rules apply. It is the responsibility of the exhibitor or the service provider commissioned by him to ensure compliance with the 3G conditions. In addition, masks are mandatory. Wearing an FFP2 mask is mandatory during the event. Exhibitors are required to provide and implement a hygiene concept for the construction and dismantling periods and for the duration of the event which defines the hygiene measures on your

stand and takes on-site circumstances into account. Internal and external employees are to be instructed accordingly. Furthermore, a person is to be appointed responsible for stand construction who monitors the safety and hygiene measures on site and acts as a contact in these matters.

During construction and dismantling working at different times is also helpful in order to minimise the number of potential contacts. Ideally, small teams can be organised with fixed personnel. Disinfectant, gloves and medical mouth-and-nose-coverings should also be kept in sufficient supply.

### Is contact tracing required?

No, there is currently no obligation to trace contacts. In order to ensure compliance with the prescribed maximum number of people for events, the presence times of exhibitors and visitors are recorded.

Exhibitors must register their entire stand personnel (including service providers such as stand builders etc.) by name via the "Ticketshop". In the course of this they will receive the necessary trade fair passes, which will be scanned and thus registered when entering and leaving the trade fair grounds.

### What precautions must I take during stand construction?

Many exhibitors will presumably employ existing stand structures. However, these can be modified relatively easily to meet the amended requirements. A few tips for setting up your stand can be found below:

- Ensure your stand features ample open space so that minimum distancing can be observed at all times during activities there. No cramped areas should exist.
- Reception counters and presentation areas must take a minimum distance to the aisles into account.
- Install exhibits and presentation areas (e.g. walls with LEDs) to ensure that visitors can observe minimum distancing and that gatherings can be avoided.
- Two-tier stands should feature wide staircases and one-way traffic (if necessary by using floor markings).

- Spaces that are covered above are not recommended. Rooms frequented by visitors should feature an open-plan design to enable an adequate exchange of air, at minimum thorough ventilation of the room.
- Ensure adequately dimensioned areas for breaks and visitors.
- Ensure generously sized seating areas and meeting rooms.
- Install partitioning as a hygiene precaution where minimum distancing of 1.5 m is not possible.
- Provide hand sanitiser on the stand, and if necessary disposable mouth-and nose-coverings.
- Items and areas such as counters, tables and door handles where physical contact takes place should if possible be avoided. Partitioning is advised in order to maintain distancing.
- Smooth surfaces are easiest to wipe and clean.

#### How many people are allowed on the stand at any one time?

The maximum number is not specifically defined, however exhibitors are responsible for ensuring the safety and hygiene measures are observed on their stand. At events held under "2G" rules respectively "2G-plus" the minimum distancing rule need not be applied. At events held under "3G" rules all exhibitors must ensure the minimum distancing rule of 1.5 metres is observed on their stand. If minimum distancing cannot be enforced in certain cases or areas, then stricter hygiene conditions and measures apply. They include the installation of screens in all counter areas to protect against airborne transmission.