

AGRIt^{ech}

EXPO
ZAMBIA

GROWING KNOWLEDGE FOR
FUTURE FARMERS

Health & Safety
Brochure

Safe business

Hygiene concept

Information and condition for
exhibitors and their partners

Presented by



Organised by



Agriculture

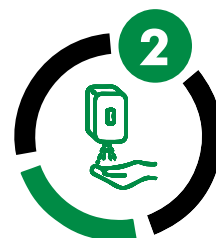
Host partner



Training Zambia's Agriculture

www.agritech-expo.com

As the organiser, we are making every effort to ensure your safety during your visit to the trade fair grounds. We are therefore in close coordination with the responsible health authorities. With immediate effect and until further notice, the technical guidelines will be supplemented with protective measures concerning behaviour, distances and hygiene:



GROUND-WIDE REGULATIONS AND MEASURES

1. Behaviour at the grounds
2. General protective measures at the grounds
3. Registration, admission, payment
4. Medical aid
5. Traffic routes, communal areas, presentation areas



FURTHER INFORMATION AND CONDITIONS FOR EXHIBITORS AND THEIR SERVICE PARTNERS

6. Stand construction and stand design
7. Stand organisation
8. Catering and hospitality in stand areas
9. Assembly and dismantling



As a visitor, exhibitor or service provider, please always observe the following points, which are necessary for the successful implementation of the protective measures. As the organiser, we reserve the right to make changes and adjustments.

FURTHER INFORMATION: CONTACT WAYNE

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BEHAVIOUR AT THE GROUNDS

- When entering and exiting the event as well as throughout the entire period of the event, all persons at the trade fair grounds are obliged to practice social distancing and adhere to keeping a minimum distance of 1.50 m from one another.
- Wearing a face mask over mouth and nose is mandatory at all times while within the show grounds and parking area.
- Food and beverages may not be consumed while walking around the show – they should be consumed at the food stall or while standing still in a socially distanced manner.
- Please always observe the currently applicable hygiene regulations and guidelines issued by the Zambian Ministry of Health (greeting without handshake, coughing/sneezing into the crook of the arm, regularly sanitizing of hands, avoiding touching one's face).



GENERAL PROTECTIVE MEASURES AT THE GROUNDS

- All exhibitors and visitors entering the show grounds in a vehicle will have their tires sprayed with disinfectant to combat the spread of Foot and Mouth disease.
- Exhibitors and visitor will be given the opportunity to sanitize their hands as well as have their shoes sanitized on entrance to AgriTech as a precaution.
- Covering an area of 22,000m² (22 ha), the exhibition grounds are very extensive and, thanks to their wide visitor routes, it enables the adequate social distancing to be observed.
- Cleaning frequency is increased; entrance and exit areas, toilets, etc. will also be disinfected several times per day to assist with combating the spread of both COVID-19 and the ever-present bacterium that can cause Cholera.
- Added Hand wash basins and sanitization facilities are present at the supplied ablutions.
- Roving COVID 19 monitors with hand sanitizer dispensers will assist with monitoring social distancing and ad hock hand sanitization.
- Exhibitors will be encouraged to keep sanitizing their exhibition spaces periodically.
- Signs will be used to point out the protective measures at AgriTech.
- All promotional resources will be monitored by the organizers and can only occur in a controlled, hygienic and socially distanced manner.
- Food and drinks will be available in well demarcated area's.



REGISTRATION, ADMISSION AND PAYMENT

- As part of the current measures, it will be required of all persons (including Service providers and suppliers) on entering the event space to send a simple text message to the AgriTech COVID 19 hotline number. After hand sanitization, temperature will be taken on the inside of the wrist – the results being shown to the visitor or exhibitor. The persons entering the site will simply need to show the text message with their name and temperature to the organizer - this procedure will eliminate the need for physical registration.
- Over the entire duration of the event, visitors and exhibitors (as well as their service providers) will be recorded through the text message system at the entrances to the grounds – this will include buildup and breakdown.
- The recording of essential personal information is intended to ensure that persons that have entered the field are known to the organizer. Information can be provided to the authorities as needed.
- Visitors will exclusively receive their bracelets once they can provide proof of registration. Each colour coded bracelet is valid for a defined exhibition day. No multi-day bracelets will be issued.
- Visitors who wish to visit the trade fair on several days must register for each individual day.
- Exhibitors will continue to receive multi-day tickets. However, it will be necessary to complete the entrance routine daily (including the text message) and to assist with planning specify the days they will be present in advance.
- To ensure adherence to the distancing regulations, guidance systems and distance markings will be used in the entrance areas.
- Your admission bracelet must be worn on your wrist throughout your entire visit up to and including the point at which you exit the grounds.
- The organiser is obliged to retain the contact data for a period of four weeks commencing on the first day following the event.
- If necessary, the public health department will be provided with the recorded contact data for evaluation and processing by the organiser/venue operator or by a company commissioned to do this.



MEDICAL AID

- If you feel unwell and present the symptoms of COVID-19, Immediately separate yourself from the group and contact the medical tent on the following number XXXXXXXXX to receive instructions on how to proceed.
- The medical tent is located next to the exhibition management tent at the central core of the show.
- International Exhibitors traveling back may be required to present a negative COVID-19 test to allow admittance into their respective countries – AgriTech will be partnering with a pathology lab and the Zambian health organization to provide testing in a controlled manner on site – please call this number XXXXXXXXX to book your appointment – please keep in mind test results will require 24 – 48h for processing and appointments will be limited.
- The AgriTech team are working with the Zambian Ministry of Health to also do the required certification of the test results on site.



TRAFFIC ROUTES, COMMUNAL AREAS, PRESENTATION AREAS

- Exhibitors are required to park in the exhibitor parking area in the Operations yard and complete the entrance requirements (including text message) at the operations gate.
- Selected guests with specific entrance certification will complete the entrance procedure at the top gate and park in the allocated parking provided.
- All vehicles entering the site will be required to have their tyres and undercarriage sprayed against the spread of Foot and Mouth Disease with a solution prescribed by the Zambian veterinarian society.
- All visitors will park in the visitor parking as directed by the parking marshals and make their way to the entrance que maintaining social distancing.
- Roving COVID-19 monitors with hand sanitizer dispensers will assist with monitoring social distancing and ad hock hand sanitization as required.
- The exhibition grounds offer very wide paths (5 to 10 m); adhering to the minimum distances is therefore encouraged and should not be a problem.
- In forums and conference facilities, side wall of tents will be removed, and a spacious layout will be implemented to give consideration to the regulations concerning the minimum distance between participants.
- Presentation area's and seating will be sanitised between each presentation – to assist with this visitors and attendees are asked to vacate the venue between each presentation.
- EXPO tent has been modified to allow all exhibitors to face outward with only 4 exhibitor stands per EXPO node – this will allow social distancing as prescribed.
- The communal shade tent will have adequate seating spaced as required for use by the visitors.



FURTHER INFORMATION AND CONDITIONS FOR EXHIBITORS AND THEIR SERVICE PARTNERS

Due to the COVID-19 pandemic, you are obliged to observe the following points as a AgriTech Expo Zambia 2021 exhibitor.

Depending on the respective situation, the health authority is entitled to issue further orders, adjust orders that have already been issued or rescind them in their entirety.

Monitoring the conditions within the exhibition stand and intervening immediately in the event of violations are the responsibility of the exhibitor.

The DLG exhibition management reserves the right to restrict or prohibit the operation of individual exhibition stands at any time in the event of contraventions.



STAND CONSTRUCTION AND STAND DESIGN

During the event, a distance of at least 1.50 m must be adhered to between persons. The exhibitor is personally responsible for ensuring that the required minimum distance and the applicable hygiene and behavioural measures are implemented and adhered to on its stand area.

The following regulations for stand construction have accordingly been established; as the exhibitor, you must take these into consideration in your planning and ensure them during your trade fair presentation:

- The trade fair stand must be designed in such a way that sufficient air exchange is ensured, particularly in meeting and other communal rooms and in covered stand constructions (passive/ active ventilation). The marquee flaps or doors should be open or removed wherever possible.
- Internal stand traffic areas and stairs (platforms, second stories, etc.) must be designed so that visitors and personnel can adhere to the minimum distance by means of constructive or strict organisational measures. This also concerns e.g. distances between exhibits.
- Plenty of space must be provided for spectators in the respective stand area for product presentations and show/action areas. An adequately dimensioned spectator area should ensure that the traffic routes are kept clear.
- Meeting and communal rooms for personnel must be dimensioned so generously and equipped with seating such that the minimum distance can be adhered to.
- Interaction points (counters, etc.) must be positioned so that sufficient space is available on the stand for visitors. If the minimum distance between two persons can understandably not be adhered to at interaction points, suitable constructive measures must be implemented (clear spit guard).
- Contact areas should consist of smooth, easily cleaned surfaces.
- Sufficient disinfectant must be provided at the stand for the exhibitors' employees and service partners.
- Additionally offering visitors the option of disinfecting their hands, e.g. by providing disinfectant dispensers, is also recommended.



STAND ORGANISATION

- We recommend controlled access to the stand to ensure that the minimum distance of 1.50 m can also be adhered to in your stand area at all times. General walking areas may not be used as waiting areas.
- To support visitor guidance in the stand area, markings can be used to indicate the walking direction.
- Active appointment management and controlled visitor guidance (e.g. by means of regulatory personnel employed specifically for this purpose and route markings) can prove expedient for adhering to the minimum distance.
- Conducting shows or actions aimed at generating a large audience which cause visitors to congregate in a relatively small area is impermissible in marquees. Suitable measures must be implemented outside of marquees, e.g. limited number of people in soil pits. The obligatory wearing of masks must always be pointed out.
- Giveaway happenings are discouraged due their potential to generate masses congregating without social distancing.
- Products may continue to be presented in the context of demonstrations subject to adherence to the applicable distancing and hygiene regulations.
- Highly-frequented areas and frequently used contact areas must be disinfected several times per day; the stand must be professionally cleaned at least once per day.
- We recommend offering mouth and nose protection and hand disinfection for visitors to the stand.
- We advise exhibitors to present their brochures and information online in soft copy but should hard copies be required they must be checked with regards to conformity to the hygiene requirements and must be foregone in case of doubt.



CATERING AND HOSPITALITY IN STAND AREAS

- The latest version of the Zambian ordinance for protection against new infections with the coronavirus SARS-CoV-2 (leading to COVID-19) applies to catering and tasting at the stand. Catering particularly applies in this regard.
- We recommend that foodstuffs only be issued in packaged form; sugar, salt, pepper and sauces, etc. must also be packaged in portions.
- If you are planning a catering area with foodstuffs, we require you to adhere to all hygiene regulations, including all certifications pertaining to food preparation and Cholera prevention as stipulated in the AgriTech catering documentation and Zambian health requirements.
- Self-service and buffet facilities are prohibited due to the applicable hygiene regulations.
- Issue of crockery and cutlery: please use either packaged disposable cutlery (preferred) or reusable cutlery cleaned in a dishwasher. Adequate refuge bins are required at the extremities of your stand.
- Washbasins must be equipped with soap dispensers and disinfectant dispensers, and may not be used for washing cutlery, crockery or kitchen/stand cleaning utensils.
- Please also note point 'Food monitoring' in the technical guidelines of the conditions of participation.



ASSEMBLY AND DISMANTLING

The latest version of the general regulations of the Zambian ordinance for protection against new infections with the coronavirus SARS-CoV-2 applies throughout the assembly and dismantling phase as a supplement to the technical guidelines.

Specifically, the following points must be observed:

- If possible, a minimum distance of 1.5 metres between the persons must be adhered to during all work. If this is not possible in exceptional cases, mouth and nose protection must be used.
- Form small, fixed teams during the activity and during breaks.
- Please instruct your employees to avoid unnecessary contact.
- Exhibitors and their commissioned service providers are obliged to separately record their assembly and dismantling employees collectively each day with their surname, first name and mobile phone number.
- All employees must be informed about the SARS-CoV-2 work safety standards . It must be ensured that all employees have understood the instructions.
- This particularly applies to the distancing and hygiene regulations, i.e. greeting without handshake, coughing and sneezing into the crook of the arm, regularly washing hands thoroughly.
- Smoking is prohibited in the marquees. If possible, breaks should always be taken in the open air.
- Entering the trade fair grounds will be subject to a strict entrance regulation. Details will be announced at a later point in time.

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