



INNOVATION YOU CAN *Taste*

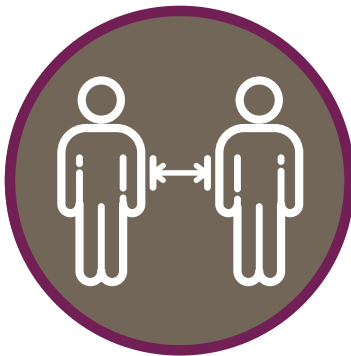
San Antonio | JUNE 18 & 19, 2021 | HENRY B. GONZALEZ CONVENTION CENTER

Our team is following the government guidelines issued by the CDC, state and local officials with regards to the ongoing situation of the coronavirus/COVID-19. Ensuring the safety of all exhibitors, attendees and staff at our events is our top priority.

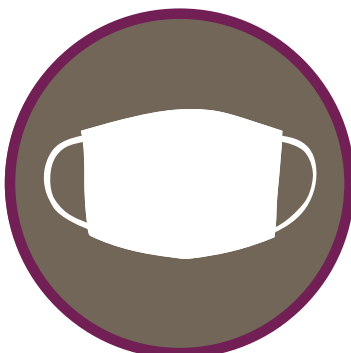
We are working as a collective industry to enable events and trade shows to open safely by following essential safety guidelines that adhere to the best medically backed scientific practices for the safety and well-being of attendees, once stay at home orders are lifted. Additionally we are working with our travel partners, venues, hotels and the Henry B. Gonzalez Convention Center to protect your health and provide you with a safe and productive environment for you to conduct business.

OUR HEALTH & SAFETY PLAN IS BUILT ON 4 CORNERSTONES:

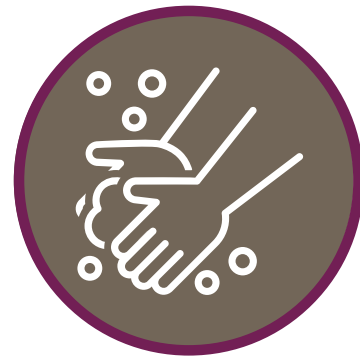
PHYSICAL DISTANCING



PROTECT & DETECT



CLEANING & HYGIENE

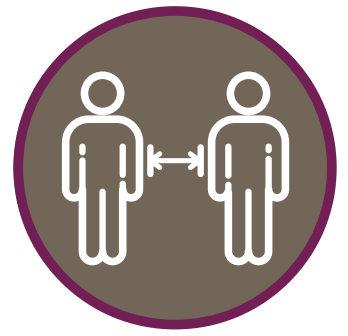


COMMUNICATION



HEALTH & SAFETY

PHYSICAL DISTANCING



What

Actions

Crowd Density & Floor Planning

- Professional / social distancing measures- 6' from each person where applicable
- One way entrances and exits for exhibit hall
- Floor stickers and signs will be placed throughout the Henry B. Gonzalez Convention Center instructing and reminding attendees to socially distance
- At this time, one way aisles will be in effect
- A 20ft entrance aisle has been added at the front of the hall to allow for crowd management

Registration

- Encouraging pre-registration to allow for more streamlined badge pick-up process
- Regular cleaning of all equipment
- Easy to use self-serve options available for badge pickup
- Reduced contact at registration areas

Social Events & Conference Rooms

- Social distancing measures in classrooms and events
- Enhanced cleaning of audio visual equipment between speakers

Eliminating Handshakes

- No handshake policy
- Proposed alternative methods of greeting

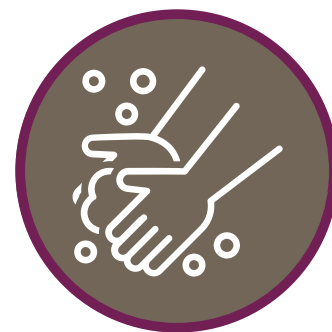
Monitoring & Control

- Our team will be trained on the 4 Cornerstones and available to help enforce social distancing measures on the show floor.
- At this time, temperature checks will be required by all staff, attendees and exhibitors every morning



HEALTH & SAFETY

CLEANING & HYGIENE



What

Actions

Convention Center Cleaning

- The Henry B Gonzalez Convention Center is GBAC Gold Star Certified. GBAC (Global Biorisk Advisory Council) a division of the Worldwide Cleaning Industry Association, is the cleaning industry's only outbreak prevention, response, and recovery accreditation for facilities. GBAC STAR is the gold standard of prepared facilities.
- Training on COVID-19 sanitation procedures have been provided to all staff and contractors.
- Contractors will be communicated with as often as necessary to ensure each receives updated information regarding new processes and procedures for consistent operations.
- UV Lighting has been installed on escalator hand rails for additional sanitation purposes.
- The frequency of sanitizing has been increased in all front and back of house spaces with an emphasis on high touch point areas such as guest services areas, podiums, trash and recycle receptacles, light switches, countertops, desks, telephones, keyboards, seating areas, chairs, tables, restrooms, elevator buttons, door handles, telephones, ATM machines, etc.
- Hand sanitizing stations are located throughout the facility.
- Sanitizing wipes have been placed in various areas.
- Staff maintains documentation of areas cleaned and places a card in some areas indicating completion of sanitation.
- Cleaning products are on the Environmental Protection Agency (EPA)-approved list for use against COVID-19 and staff follow product instructions.
- Our new UV Light Robot is used to effectively disinfect areas.
- Doors may be propped open in some areas to minimize contact

Sampling & Booth Cleaning

- Ability to purchase cleaning kits, in-booth janitorial services and plexiglass for booths
- Guidelines have been set with Convention Center & catering department about sampling and food handouts. Please view the Sampling Guidelines in the Exhibitor Manual
- Encourage exhibitors to clean and disinfect high touch point areas
- We have added a "social distancing cafe" to the exhibit hall for eating & drinking
- Sampling Stations have been added in various aisles to provide a socially distanced area to sample exhibitor product if attendees are no longer in the exhibitors booth

Hand Sanitizers / Hands Free

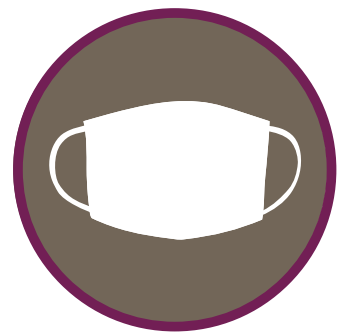
- Hand sanitizer station locations at entrances, lobbies, bathrooms and throughout the halls
- New touchless items were installed including auto flush valves enhancing the touchless faucets, forearm door pulls, and light/power sensors.

Waste Management

- Increased frequency of waste removal

HEALTH & SAFETY

PROTECT & DETECT



What

Actions

Facial Coverings

- CDC approved facial coverings are currently required at the event
- Enhanced communication to exhibitors, visitors and speakers of requirements

Glass Sneeze Guards/Plexiglass

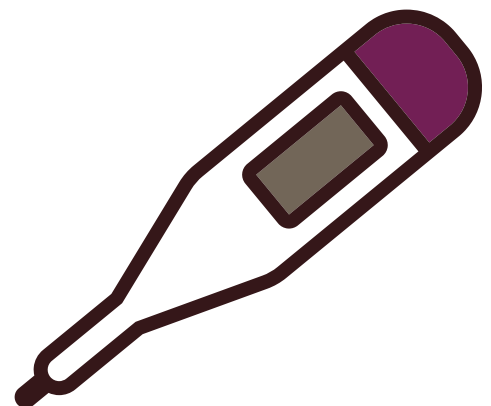
- Plexiglass added in key areas where physical distancing is limited
- Exhibitors will have the option to purchase plexiglass for their booths

Emergency Response Plans

- Prior to the event, the Coffee Fest team will work with venue and medic to determine an emergency response plan and communicate to all staff attending the event including a chain of command for communicating emergency response

Employee Screening

- Training prior to the event that staff knows how to properly wear PPE
- Staff will not be allowed to come to work if exhibiting any symptoms including fever, sore throat, chills and cough



HEALTH & SAFETY COMMUNICATION



What

Actions

Pre-Show Messaging

- Enhanced communication leading up to the show and safety protocols through website, email, social media. Messaging to include:
 - Persons displaying COVID-19 symptoms should not attend. Persons displaying COVID-19 symptoms may be refused admission
 - May prefer & should expect others to avoid shaking hands
 - Carry a personal supply of hand sanitizer, tissues & wipes in & out of the event
 - Keep up to date with public health advice for San Antonio and the Henry B. Gonzalez Convention Center. Take time to read health communications & updates from the organizer
 - Any restrictions (inc. disinfecting) placed on demonstrations / demonstration models, sampling, give-away promotional goods & materials etc. for exhibitors

