

**opti, 14. – 16. January 2022, Fairground Munich:
Exhibitor checklist for implementing hygiene and
infection control measures at exhibition stand**

(Version: 12 October 2021)



opti is organised by GHM Gesellschaft für Handwerksmessen mbH (GHM) and held at Fairground Munich. In order to ensure the event is conducted safely, GHM issues Covid-19-related infection control and hygiene recommendations, including in relation to stand design and use.

The following checklist covers all relevant items related to this.

Company: _____

Our contact for infection control and hygiene: _____

Person responsible for organising hygiene measures during the event: _____

Person responsible for organising hygiene measures during set-up and dismantling:

analogue duration

otherwise: _____

1. Measures to ensure minimum social distancing of 1.50 m

- Arrangement of seating, standing and work areas checked
- Arrangement of other customer interaction points checked

2. Face masks

- Supply of medical grade face masks (OP masks) and replacements for stand personnel provided
- Spares available for stand visitors

3. Hand hygiene & cleaning

- Hand sanitiser available at stand
- Regular disinfection of all contact surfaces at stand (e.g. tables, counters, hygiene barriers) scheduled and assigned
- Surface disinfectant available at stand

4. Training/instructions for stand personnel

- Adherence to hygiene etiquette (coughing and sneezing into elbow)
- Instructions on hygiene measures at stand (see GHM information sheet on hygiene and infection control measures)
- What to do in the event of suspected cases / accessibility of medical service

**opti, 14. – 16. January 2022, Fairground Munich:
Exhibitor checklist for implementing hygiene and
infection control measures at exhibition stand**

(Version: October 2021)



5. Ventilation

- Stand design facilitates movement of air and ventilation in support of infection control
- Air purification and CO2 measuring equipment in small meeting rooms

6. Catering (if provided)

- Catering area of stand to be clearly labelled as such
- [Guidelines for catering in Bavaria](#) are known
- Recording of visitor contact details considered (digital, e.g. using Luca app, registration as operator available at: app.luca-app.de/, or manual)
- (Self-)service ensured in accordance with current [official guidelines for catering](#)
- Hygiene barriers provided where food and beverages are stored
- Serving and waiting staff trained and given instructions

7. Other occupational health and safety and hygiene measures

- All staff registered for access to grounds from set-up to and including dismantling
- Proof provided that all staff are vaccinated, recovered or tested (geimpft, genesen, getestet – the 3G rule) for access to the event area for the duration of the trade fair
- In addition to this rule, the [SARS-CoV-2 Occupational Health and Safety Regulation](#) is also observed as binding
- Set-up and dismantling measures described
- Stand builders and contractors informed of hygiene measures

Do you have any further questions? Please feel free to contact us: www.opti.de/contact

Please also note our information sheet on current [infection control and hygiene recommendations](#).