



Our guidelines to protect our guests, partners and staff:

We instruct the staff team and the involved partners early and intensively - at least once before the event (briefing and information before the event) and once during the event (kick-off or check in) - on the applicable **safety measures**.

Preventive measures before the event:

- ✓ Our guests are advised in advance of the event to stay away from the event if they may have had contact with confirmed cases or suspected covid-19 cases.
- ✓ Our guests are advised in advance of the event to stay away from the event if they feel sick. Our guests will be informed in advance about the signs and symptoms of COVID-19.
- ✓ We have the clear recommendation for all involved person to download the **official tracing app** of Switzerland.

Safety measure during the event:

- ✓ We regulate the admission to the Audi check in Desk with a **drop system**.
- ✓ We already **inform** the guests at the check-in about the **security measures**, which are in force during the event regarding Corona.
- ✓ We stick to the guideline that only **one person per 4m²** is recommended in a room.
- ✓ We have clearly and visibly marked the **distances (1.5 meters)** in possible waiting areas and gatherings of people.
- ✓ We are committed to **ensuring** that our guests comply with **hygiene and distance rules** during the event.
- ✓ We **provide** each guest with **the necessary protective material** (disinfectant and protective mask).
- ✓ We offer guests the opportunity to **disinfect their hands** after every part of the event.
- ✓ During conversations, workshops or talks, we maintain a **distance of 1.5 meters** wherever possible or if distance is not possible, we will recommend the guests to wear **protective masks**.
- ✓ We make sure that the **event material** (cars, ipads, bikes etc.) which is exposed to people (guests or staff) is **cleaned** or we work with **disposable material**.
- ✓ The current **billboard of the "BAG"** (Swiss federal office of public health) on the hygiene requirements is displayed in a clearly visible place and is handed out to the guests (digital or physical).
- ✓ The protection regulations, as stipulated by "BAG" and AMAG, are communicated to guests and employees both orally and in writing and their compliance is monitored during the event.

Safety measure after the event

- ✓ Our guests who do not come to the event due to COVID-19 (or suspicion) will get the entrance fee refunded.