

To all visitors to the exhibition,

## Guidelines for Infection Control against new coronavirus

Secretariat of nano tech Executive Committee

JTB Communication Design

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This is to inform all visitor the guidelines for measures against the new Corona Virus(COVID-19) infectious Disease at the Exhibitions. For those who plan to visit exhibitions and seminars on site, must complete [visitor registration](#) in advance.

Thank you for your understanding and cooperation.

### Guidelines for visitors

#### — When entering the exhibition —

##### 1. Persons who are not feeling well or have a fever will not be admitted.

Please refrain from coming if you are not feeling well or may have been in close contact with an infected person; persons with a fever of 37.5 degrees Celsius or higher will not be admitted.

##### 2. No face mask No entry

All participants must wear a face mask at all times. No one will be admitted who is not wearing it.

##### 3. Hand sanitizer is required upon entry.

Hand sanitizer will be available at the entrance and in common areas. Please cooperate in encouraging the use of hand sanitizer.

#### — When visiting or business meeting —

##### 1. Please use Business Matching System

The business matching system makes your visit more efficient. You can access anyplace not only the venue.

[See here for details](#)

##### 2. Make a note of activity

Please make a note of your activity which is date and time, who you met, place or booth number you visited as much as possible.

##### 3. Please practice social distancing



Please avoid speak loudly, closed spaces, crowded places during the meeting. And keep social distancing.

#### — Inside and outside the venue —

##### 1. Please sanitize your hands before touching

When you touching product on display, it is necessary to sanitize your hand.

##### 2. During seminar attendance Social Distance

The seminar venue will be equipped with splash-proof panels on the speakers' podiums, and the distance between the speakers and the front row of the audience will be approximately 2 meters.

##### 3. Please keep wearing a face mask when talking

Please take precautions against infection at meals before and after the exhibition. When removing your mask, please shift it only when eating or drinking, and wear it when speaking.

## Infection control measures taken by the organizer

In order to ensure the safety and security of all exhibitors, the following infection control measures will be implemented at this exhibition.

Confirmation of physical condition upon entry	<p>Persons who fall under any of the following listed will not be permitted to enter the exhibition venue.</p> <ul style="list-style-type: none"> <li>a) Persons with a fever of 37.5° or higher when taking a temperature at the entrance.</li> <li>b) Visitors with symptoms such as cough, sore throat, breathlessness, etc.</li> <li>c) Persons who have any physical condition such as abnormal taste or sense of smell, strong fatigue, or malaise.</li> <li>d) Those who are judged by the public health center to be in need of health observation</li> <li>e) Those who have been in close contact with a person who has tested positive for novel coronavirus infection.</li> <li>f) Those who have been placed under a waiting period or observation period after entry into Japan by the Japanese government, or those who have been in close contact with a person residing in Japan.</li> </ul>
Temperature inspection at admission	<p>Upon entry to the exhibition hall and conference, all visitors will be required to take their temperature. At the entrance, a self-service thermometer with thermography function will be used to detect body temperature, and a label sticker will be issued if the body surface temperature is normal. The label sticker can be attached to clothing to visualize whether or not a temperature check has been conducted. With this sticker, it is sufficient to take temperature once a day. We ask for your cooperation in taking your temperature each day. In addition, non-contact thermometers will be used to take temperatures in the conference building.</p> 
Hand sanitization	Hand sanitizer will be placed at the entrance to ensure that all visitors are encouraged to disinfect their hands when entering the building.
Obligation to wear a mask	All participants are required to wear masks at all times (non-woven masks are recommended). A mask-wearing check will be conducted at the time of temperature inspection upon entry. Those not wearing masks will be asked to wear them, and those not wearing masks will be denied entry.
Hygiene measures	Acrylic panels will be placed at the reception desk, and the podium, etc. Masks, disinfectant solution, sterilization sheets, face shields, vinyl gloves, trash cans, thermometers, and other equipment necessary for infection control will be placed in various locations and stocked at the secretariat to prevent hand disinfection and droplet infection. In addition, we will keep clean, and disinfect seminar venue, lounges, and other areas in the exhibition hall that are used by many visitors, as well as restrooms and other common facilities.
Ventilation	During the event period, we will open all doors and loading docks that can be opened in the facility as much as possible, and we will also use the venue's ventilation system in conjunction with our own ventilation system to ensure thorough ventilation.
Congestion Mitigation Measures	Seminar place, waiting lines, and lounges will be designed appropriately after confirming the venue policy.
Visitor Registration	Visitor registration will be conducted completely online in advance of the show. We will work to reduce congestion at the venue reception desk and face-to-face contact by ensuring that the number of expected visitors and their arrival dates and times are known in advance, and by introducing a method that allows visitors to enter the venue without standing in line. Exhibitors are requested to make sure to pre-register and issue admission badges to their employees before coming to the show, even if they will be attending as visitors.
Announcement	We will announce the guideline on our official website and in our e-mail newsletters. In addition, signs will be placed throughout the event to alert participants to the need for thorough infection control measures.
First aid room	In the event of illness or suspected infection, the staff will follow the response manual and work with the venue to transport the person to a designated first-aid room. If the person's health condition is confirmed on the questionnaire and the person is a suspected case, we will ask for instructions from the health center or medical institution and take action. In addition, in order to ensure the safety of the venue, disinfection and cleaning will be carried out as deemed necessary.
Organizers and management staff - Grasping the health status	The organizer and operating staff will wear masks when greeting participants. All staff members will take their temperatures each morning and monitor their health.
Seminar venue	The layout of the seminar rooms to be held in the exhibition hall or the conference building should be set up after confirming the venue policy, taking into consideration the degree of sealing of the room with regard to the distance between the audience. Splash shields should be installed on the podiums of speakers and moderators, and the distance between the speaker and the front row of the audience should be approximately 2m. When conducting a seminar in a conference room, the door will be opened as necessary to provide ventilation. Equipment used by speakers, such as microphones, shared PCs, and pointers, will be disinfected after each presentation.
Use of Record Sheets	<p>We recommend the use of the Record Sheet as a measure against new coronavirus infection.</p> <p>*Please keep it for one week after the exhibition.</p> <p>JP: <a href="https://www.nanotechexpo.jp/pdf/covidactionrecord.pdf">https://www.nanotechexpo.jp/pdf/covidactionrecord.pdf</a></p> <p>EN: <a href="https://www.nanotechexpo.jp/pdf/covidactionrecord_en.pdf">https://www.nanotechexpo.jp/pdf/covidactionrecord_en.pdf</a></p>

App install recommended

Tokyo COVID-19 Mimamori Service Usage Recommendations

This service is for promptly notifying users of infection information based on the history of visits to the facility when a cluster of COVID-19 infections occurs at the metropolitan facility. To register for use, you can easily read the QR code displayed at the entrance to the facility by using a smartphone. You can select from the "Entry System for City Facilities" and the "LINE Personal Support for New Corona Measures" that do not require the application to be downloaded. Notifications will be received with the service selected at the time of registration.

For more detail: Tokyo COVID-19 Mimamori Service

[https://www.metro.tokyo.lg.jp/english/topics/2020/0618\\_01.html](https://www.metro.tokyo.lg.jp/english/topics/2020/0618_01.html)

- Registration method

Please read and register the QR code on the sign board in Tokyo Big Sight.

References

[Exhibition Industry Guidelines for Preventing the Spread of COVID-19 Infection \(Third Revise\)](#)

- ・ [展示会業界における COVID-19 感染拡大予防ガイドライン](#)  
(2022年12月21日改訂、一般社団法人日本展示会協会)

<https://www.nittenkyo.ne.jp/caution-ip/323>

・ [Policy Measure for Preventing Novel Coronavirus Infection at Exhibitions, and Other Events](#)

- ・ [展示会等における新型コロナウイルス感染防止のための対応指針](#)  
(2022年12月28日、東京ビッグサイト)

[https://www.bigsight.jp/download/pdf/eventguide\\_meeting.pdf](https://www.bigsight.jp/download/pdf/eventguide_meeting.pdf)

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