# **SAFETY FIRST PLAN** CREATING SAFE & SUCCESSFUL LIVE EVENTS IN A COVID WORLD.

## Changes are taking place at our events. With Shepard, You Can.

To support the production and maintenance of clean and healthy environments—both at Shepard offices and event sites—we've implemented a series of solutions and standards for all associates and event personnel.

## **Our Commitment!**

Shepard is committed to partnering with our facility, organizer and vendor partners to implement an enhanced safety environment.



### Hand Hygiene

Personnel is required to follow hand hygiene protocols placed in all restrooms and break areas.

### Safety Signage

Shepard signage with health and safety reminders are placed at entrance and exit points.



#### **Hand Sanitizing Stations**

Hand sanitizing stations are placed at Shepard check-in areas and work stations.



#### **Exhibitor Service Center**

Area has enhanced safety measures, including sneeze guards to protect customer service associates and customers during all interactions.

#### **Daily Safety Briefings**

We have incorporated COVID-19 preventative practices into existing daily safety briefings.



#### Social Distancing/No Contact Rule

Personnel is encouraged to keep a distance of at least 6 feet away from other associates in all areas. Please refrain from physical contact greetings.

### **COVID-19 Training**

All associates are required to complete training and courses on COVID-19 safety and infectious disease prevention.



General meeting areas will follow social distancing guidelines and any additional preventative measures.

