



lightfair®



Updated July 29, 2021

Safer Floor. Safer Show.

LightFair's Strategic Health and Safety Program.



Safer Floor. Safer Show.

Your safety. Our priority.

This document outlines LightFair's strategic health and safety program to promote the safety and wellbeing of all participants on the show floor and beyond.

Bringing the lighting community together to share ideas and innovations that move our industry forward is central to LightFair's vision. In light of this year's events, we are revisiting every aspect of LightFair with a "safety first" lens. Working in conjunction with the Javits Center and our vendor partners, we are committed to implementing safe and smart protocols by reimagining our trade show floor, attendee experience and program design for 2021.

We are pleased to share that the Javits Center has achieved Global Biorisk Advisory Council (GBAC) STAR™ accreditation, the gold standard for facilities implementing strict infectious disease protocols by demonstrating compliance with 20 core elements.

As we enter the 32nd year of the show, we remain your trusted partner in light.

Sincerely,

Dan Darby, CEM
Show Director/ Senior Vice President

lightfair

Updated July 1, 2020



Safer Floor. Safer Show.

Working together.

LightFair will work in close collaboration and cooperation with the Javits Center, a GBAC STAR™ accredited facility, to implement top protocols that include providing:

- A welcoming, safe environment based on CDC, New York State and other health-related guidelines
- Accurate, relevant information and knowledge
- A controlled attendance and well-managed experience

LightFair's Safer Floor, Safer Show initiatives will align with the above protocols in addition to specific measures put in place to address the nature and needs of our audience and programs. This will include a risk assessment of activities at the event and specific mitigation measures.

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JAVITS
CENTER®



Safety First Action Plan.

Please note that this is a working document, and as what we know evolves, experience is gained, and best practices are identified, it will be amended to reflect the latest information and guidelines.

Conference & Trade Show.



Registration



Floor Plan



Exhibit Floor
Pre-Show

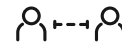
Hygiene & Transmission Prevention.



Sanitizing
Stations



Health
Screening



Attendance Controls
and Physical Distancing

Facility Sanitation & Readiness.



Indoor Air Quality, Filtration
and HVAC Maintenance



Signage



Emergency
Response



Conference & Trade Show.

- Minimize touch points at registration
- Daily disinfection
- Physical distancing

Classroom seating with one person per table and theater seating with ample spacing between attendees for conference sessions and seminars



Touchless hand sanitizers will be located throughout the show floor.

- Smaller meeting rooms and informal meetings will conform to space use requirements and physical distancing guidelines.
- Meeting room furniture, surfaces and all equipment will be cleaned and disinfected throughout the day as needed.
- Hybrid conference sessions with limited in-person seating to enable social distancing.
- A room monitor will be assigned to every room.
- Coffee break/ food and beverage offerings to be managed with a minimal touch point approach.

LightFair's conference, meetings and presentation areas will be developed in accordance with the Javits Center's guidelines, allowing for ample space between attendees.



Safer Floor. Safer Show.

As of August 17, 2021, consistent with NY State's implementation of the CDC guidelines, the following are required at this time of all our attendees to ensure everyone's safety at LightFair 2021.



Health Screening.

- Vaccinations will be required of all individuals 16 and older that plan to attend LightFair 2021.
 - Individuals must show proof of vaccination at access points to the Javits Center.
 - Individuals must have received at least one dose of a Covid-19 vaccine that is FDA approved or authorized for emergency use by the FDA or WHO
- Proof of Vaccination may include:
 - NYC Covid Safe App: Android | iOS-RECOMMENDED
 - Excelsior Pass
 - CDC Vaccination Card (or photo)
 - NYC Vaccination Record
 - an official immunization record from outside NYC or the U.S.
- If you received the vaccine outside the U.S., you must have an official immunization record that includes:
 - First name and last name
 - Date of Birth
 - Vaccine product name (only vaccines authorized by the WHO are acceptable)
 - Date(s) administered
 - Site where the vaccine was administered, or name of the person who administered it
- Masks are required to be worn by all individuals. This includes attendees, exhibitors, vendors, and LightFair staff.
 - Masks must be placed over your nose and mouth and secured under your chin.

This section of the safety protocols was last updated on August 25, 2021; please check back for updates based on evolving CDC and New York State's guidelines.

LightFair's conference, meetings and presentation areas will be developed in accordance with the Javits Center's guidelines, allowing for ample space between attendees.



Registration.

On-site registration areas to be compliant with the Javits Center's guidelines relating to social distancing markers.



Self-service badging systems will be touchless. Visitors will be able to scan the barcode on their mobile device or pre-printed confirmation email and print badges automatically.

Strongly recommend online pre-registration to increase social distancing.



- Relevant protocols communicated to all registered attendees prior to event.
- Sneeze guard barriers to be utilized in registration area.
- Controlled disbursement of lanyards.

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Floor Plan.

Encouragement of physical distancing to minimize crowding.



- Exhibitors will be encouraged to construct exhibits that are as open as possible, using materials that are easy to manage, clean and sanitize daily.
- Food & Beverage areas to be controlled in accordance to current NY State health and safety regulations.
- LightFair will work with the Javits Center to ensure compliance with the convention center's guidelines to eliminate areas where social distancing might prove difficult.
 - Encouraging density management within booth space to ensure 6' social distance compliance.



Exhibit Floor Pre-Show.



Overnight disinfection of show floor and daily high traffic areas.

- Targeted move-in procedures with use of marshaling yard.
- Increased security presence on trade show floor during exhibitor move-in.
- LightFair will work with partners to develop Safety on the Show Floor webinars and implement safety reminders into daily workforce morning meetings.
- Service desks will be regulated with health standards and include additional digital service offerings.

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LightFair will follow the most updated recommendations and guidelines for the CDC and State of NY.



Hygiene + Transmission Prevention.

- Keeping hands clean
- Screening all attendees
- Adhering to social distancing
- Regular hand washing with soap and water will be encouraged with signage throughout the Center.
- Appropriate sanitization stations will be provided at all entry points and throughout the Center.
- The LightFair team will undergo training on effective safety protocols which will be communicated to all attendees.

LightFair's conference, meetings and presentation areas will be developed in accordance with the Javits Center's guidelines, allowing for ample space between attendees.



Safer Floor. Safer Show.



Hand sanitizing stations located throughout the Javits Center and LightFair show floor.



Sanitizing Stations.

- Where possible, bathrooms will be equipped with touchless soap dispensers and hand drying.
- Hand sanitation and washing signage reminders will be placed throughout the facility and show floor.

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Safer Floor. Safer Show.



Attendance Controls and Physical Distancing.



Appointment setting via LightFair's mobile app allowing for more focused, purposeful meetings, and the use of electronic lead retrieval/digital information sharing will be encouraged.

- Physical distance floor marking will be in place for any areas where waiting is likely.
- Occupancy of public spaces and food service areas will be managed by the Javits Center's staff and their concessionaires.

LightFair's conference, meetings and presentation areas will be developed in accordance with the Javits Center's guidelines, allowing for ample space between attendees.



Facility Sanitation & Readiness.

- Good housekeeping and cleanliness
- Maintaining good air quality
- Signs communicating protocols



The Javits Center has achieved Global Biorisk Advisory Council (GBAC) STAR™ accreditation* and is establishing cleaning and sanitizing practices in line with GBAC and CDC recommendations.



- Cleaning of all high-touch points, such as door handles, rails and elevator buttons will be increased.
- High-level disinfection and cleaning of the trade show floor during set-up.

*GBAC is the gold standard of prepared facilities.

This accreditation means that a facility has:

- Specialized cleaning, disinfection and disease prevention protocols.
- Best work practices, procedures and updated response systems.
- Highly skilled, specially trained cleaning professionals.

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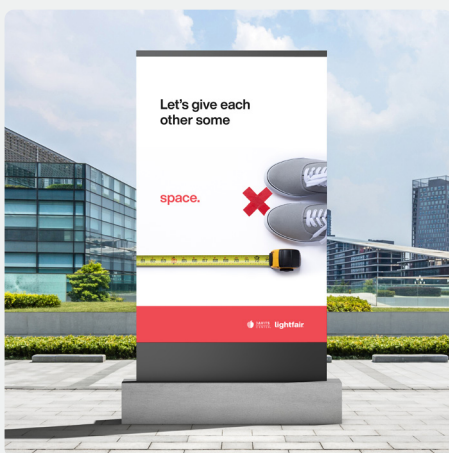
Indoor Air Quality, Filtration and HVAC Maintenance.

New High Efficiency Particulate Air (HEPA-grade) Filters have been installed and will be maintained at all HVAC equipment.

- The Center will continue to operate with higher rates of air filtration, ventilation and fresh air intake.
- The building will maintain 74+ Degrees Fahrenheit and 40-60% relative humidity when possible, depending on season, for comfort control and to reduce viral transmission.



Signage.



Social distancing reminders will be placed in prominent positions at the entrances, in restrooms and catering areas and throughout the event.

There will be signage throughout the LightFair show floor as well as the Javits Center, to inform visitors of the protocols in place to facilitate physical distancing and promote good hygiene at the event.

LightFair's conference, meetings and presentation areas will be developed in accordance with the Javits Center's guidelines, allowing for ample space between attendees.



Emergency Response.



LightFair staff will receive training on response to a COVID-19 occurrence as will the Javits Center staff.

To ensure your safety, LightFair staff has created Covid-19 safety protocols to handle any potential on-site cases.



- Correct PPE will be made available for those who are assigned to deal with suspected cases.
- The Center and its medical staff will assist with such cases when notified.
- Using all precautions and protective gear, the trained staff will proceed to isolate the person showing symptoms.
- A quarantined room/location will be developed away from any public area to ensure the safety of all other attendees.

LightFair's conference, meetings and presentation areas will be developed in accordance with the Javits Center's guidelines, allowing for ample space between attendees.

By registering for any LightFair event, you agree to receive a confirmation and communication from LightFair and affiliated partners.

Registration and attendance at any LightFair event constitutes an agreement by the or video recordings.

LightFair International is committed to creating a safe environment for our customers to conduct business. Our goal is to conduct our in-person event in accordance with the applicable health and safety guidelines provided by the United States Centers for Disease Control and Prevention (CDC) and the World Health Organization (WHO). LightFair will enforce measures to assist in ensuring the safety for our staff and customers. These measures will include, but are not limited to, social distancing and mandatory facial coverings while in attendance at LightFair. LightFair will continue to review and adjust all safety and health measures during the planning stages of the event, ensuring that LightFair adheres to the most recent guidance from these respected health organizations. You may find all current safety requirements on our event website. LightFair reserves the right to remove anyone from the tradeshow floor who fails to abide by any rules or safety measures put in place by LightFair, at its sole discretion, and said removal shall not entitle any registrant to a refund of any fees or monies paid for attendance.

By registering for an attending LightFair, you voluntarily assume all inherent risks associated with attendance, including the risk of contracting COVID-19, and you agree that LightFair's owners, officers, agents, affiliates, employees, and other representatives shall not be liable for, and the same are hereby released from, any claims, damages, lawsuits, or other liability for any loss, harm, illness, injury, or death arising out of exposure to, infection of, or transmission of COVID-19.

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Learn more at [Lightfair.com](https://lightfair.com)

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