

Covid-19 Hosting Protocols
Prepared by Dalco – A Division of Imperial Dade

Event: Marquette Customer Conference
Date: June 30th, 2021
Single Point of Contact: Barbara Grundman

In effort to keep and hold safe the health of its employees, customers, supplier partners, and all other individuals participating in in-person events hosted by Dalco (both indoor and outdoor), and in conjunction with current CDC guidelines and the State of Michigan, the following protocols will be followed.

All attendees must register to attend the in-person event. Each attendee will be required to acknowledge receipt of the following information.

1. The risks associated with an in-person indoor event, and “High Risk Classifications”, symptoms of Covid-19, and agree to not attend if the attendee is experiencing symptoms.
2. All attendees will be screened prior to entering the show floor which will include measuring temperature. If a person answers yes to any questions, has a fever of 100.4 or greater or shows signs of symptoms, the participant and anyone they arrived with be asked to leave the venue immediately.
3. If you have any of these high-risk conditions listed below and you choose to attend in-person activities, you acknowledge the risks that are associated with these activities, including putting yourself, your family, and your co-workers at risk.

High Risk Classifications:

- People 65 years and older
- People who live in a nursing home or long-term care facility (like a congregate or group home)
- People with chronic lung disease or moderate to severe asthma
- People who have serious heart conditions (including heart failure, heart surgery, coronary artery disease, congenital heart disease, cardiomyopathy)
- People who are immunocompromised
 - Many conditions can cause a person to be immunocompromised, including cancer treatment, smoking, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications
- People with severe obesity (body mass index [BMI] of 30 or higher). [Calculate your BMI](#)
- People with diabetes
- People with chronic kidney disease undergoing dialysis
- People with liver disease
- People with brain and spinal cord disorders (like cerebral palsy, epilepsy, stroke, dementia)

4. If a person develops symptoms during the event, they will be asked to leave immediately. (There will be an isolation area set up for the individual(s) to go to until they are able to safely leave the premises.) Any person who has had close contact with the individual will also be asked to leave.
5. It is recommended that all attendees wear face coverings, however, due to the recent relaxing of masks mandates country-wide, the requirement of face coverings for vaccinated and unvaccinated attendees will depend on the local and state requirements on the day of the event.
6. Attendees must report positive COVID-19 cases and exposure to positive COVID-19 cases to a Dalco Employee or to Dalco's Single Point of Contact. Any reported cases to a Dalco Employee must be reported to Dalco's Single Point of Contact.

Hygiene Practices for Set Up and Show Duration

During the set-up and throughout the duration of the event, all exhibit booths/tables will be spaced apart according to the CDC guidelines for safe distancing. One customer (up to three people) per table during the hours of exhibition.

Entrances and exits will be clearly marked and remain "one way only" Hand sanitizer will be available at each entrance and exit, at the registration tables as well as at each Exhibitor's table. A Dalco representative will be conducting the health screening as part of the registration process and each time an attendee enters the space.

Each customer will receive their own writing instrument to use throughout the duration of the event. Return Pens will not be reused unless sanitized.

Lunch will be served from Food Trucks. Food Truck Vendors will follow safety guidelines in compliance with the guidelines published by the State of Michigan. Lunch tables will be disinfected between usage.

Over Capacity

When the number of registrations reach maximum capacity, the event will be separated into two sessions and attendees will be asked to adhere to the hours of their session and not to overlap.

Training

All Dalco Employees and Supplier Partners will be given full instructions in writing prior to set-up, and verbally before the opening of the event.