

**RULES FOR PROTECTING HEALTH ON FOUNDRY EVENT,  
60<sup>th</sup> IFC PORTOROZ 2020 WITH FOUNDRY EXHIBITION,  
FROM 16<sup>th</sup> TO 18<sup>th</sup> SEPTEMBER 2020**

**MAIN RULES**

1. These rules stand for all participants on the foundry event – lecturers, exhibitors and other participants, including accompanying persons. Representatives of the organizer and operator of the venue, should also follow these rules.
2. 60<sup>th</sup> IFC Portoroz will take place in accordance with Slovenian Republic regulations, as closed-type event. Present will be a fully known circle of participants. The entrance to the conference venue, exhibition and social program, will only be allowed for people that have made a digital registration beforehand, and have registered at the reception desk with their ticket.
3. Regulation about temporary overall restriction of group gatherings in Slovenia, limits the social gathering under specified conditions. Organizer of the conference will keep a list of participants with their home address and contact phone numbers. In case of potential disease outbreak, the organizer will hand the list to representative of National Institute of Public Health (NIJZ).

**DISTANCE BETWEEN PEOPLE AND HYGIENE RECOMMENDATIONS**

4. Organizer and operator of the venue are obliged to take care of respecting the minimal safety distance of 2 meters between the persons on the scene (conference reception, halls, exhibition, toilets...).
5. Based on hygiene recommendations from NIJZ, there will be following spots for disinfecting hands in the congress center:
  - Immediately at the entrance in the Hotel Slovenija
  - Before the elevator (we recommend to avoid using the elevator, where it's possible)
  - On the entrance and exit of the conference scene (right side of the stairs to reception on the top of stairs is intended for entrance, and left side for exit)
  - Reception of the conference
  - In front of the big conference hall Cristoforo Colombo
  - In front of the toilets
6. We recommend disinfecting your hands many times daily. It can also be done by washing them with warm water and soap.

7. In the time of lunch, from 1:00PM to 3:00PM, on 17<sup>th</sup> September, we will disinfect the working tables in exhibition and conference halls, reception table as well as ventilation of all the areas. At the end of that day's conference program and exhibition, all the working surfaces will be disinfected again, and prepared for the next conference day.

At the time of disinfecting exhibition tables, we kindly ask all the participants to leave their exhibition booths. For the business conversations planned at the time of lunch, there will be available additional halls: Fernand de Magellan and Vasco de Gama. Please, announce the need for additional halls for business talks, beforehand at the reception.

## **MANDATORY EQUIPMENT FOR ALL DIRECT AND INDIRECT PARTICIPANTS ON THE CONFERENCE**

8. Mandatory equipment for all mentioned participants from point 1, is a protective mask. By the regulations of Slovenian Republic government, wearing a mask is mandatory in all the closed spaces, where it is not possible to assure 2 meters distance between people.
9. In the conference halls, using the mask is mandatory, as well as on the exhibition halls (last Slovenian regulation, dated 4<sup>th</sup> September 2020). Disuse of a mask will be sanctioned financially. The exception is a lecturer, while giving their presentation.

## **CONTROLLING THE NUMBER OF PARTICIPANTS**

10. Layout plan of participants on the areas of the conference, based on demanded minimal 2 meters distance, is the following:
  - The exhibition hall James Cook is divided in length, with full wall in the middle; starts with booth no. 12S and 27S, and on the left part it starts with booth no. 28S and 43S. There can be 25 people at each divided part at one time.
  - In the exhibition hall Amerigo Vespucci, number of people is limited to maximum 25 too.
  - On the information panel with all the exhibitors, in front of the James Cook hall, there are blue arrows that indicate the direction of movement (only one-way movement, for assuring the demanded distance)
  - In the plenary hall Cristoforo Colombo, the number of people is limited to 75 listeners, and in the connected hall Roald Amundsen/Robert Scott the limit is 30 listeners.
  - Points for coffee break have limit of maximum 50 people at one time.

## **CONTROLLING THE SCENERY ENTRANCE AND FOLLOWING RULES**

**11.** At the event entrance, there will be supervision for preventing the entrance to unregistered individuals. All registered participants have to wear a neck strap with their name, on all the conference sceneries.

**12.** Control of following these rules will be provided from:

- Organizer of the event: Mirjam Jan-Blazic, Janko Cevka and Primoz Mrvar
- Operator of the venue: Liljana Terzić
- Subcontractor STIL d.o.o.: Jolanda Vreg

## **ESPECIALLY IMPORTANT DIRECTION FOR ALL PARTICIPANTS**

You will receive a backup protection mask from the organizer in the conference bag. You can also buy a mask in the 2-minute distant pharmacy in Portoroz, address: Obala 41 (from Hotel Slovenija in direction towards Grand Hotel Portorož, ahead of taxi station). Opening time is Mon-Fri: 8:00AM – 7:00PM and Saturday: 8:00AM – 1:00PM.

Please, come to the conference scenery healthy, and be attentive to the signs of COVID-19 infection (Increased body temperature, cold, cough, pain in throat, changed feel of taste or smell, feeling of heavy breathing, muscle pain, digestive problems...)

### **Organizational Committee of the event**

President

MSc. Mirjam Jan-Blazic