

Guidelines for MICE Event Organizers for Infectious Disease Control

August 28, 2020 Revisions

Pages 1- 2: Changed wording to reflect the current situation as of August 18.

Page 3

- Item 1 -2

Previous text: “In cases when voluntary restrictions are requested based on the ‘Osaka model’”

Revised text: “In cases when voluntary restrictions are requested **by prefectural and local authorities**”

- Item 2-2: Added “**and take in outside air**” in two places

- Item 3-2, section D

Previous text: “History of traveling overseas within the government-designated period (at present, within the preceding two weeks.) This also includes contact with anyone who has returned to Japan within that period.”

Revised text: “History of traveling overseas within the government-designated period **(check for the most up-to-date information)**”

- Item 3-2, section E: Added “**or extreme fatigue**”

- Added item 3-3: **Announce in advance that temperature and health checks will be conducted on the day of, and any person with a fever or found to be unwell will not be allowed to enter the venue.**

Page 4

- Item 1-1: Changed “Record body temperatures and carry out health checks” to “**Carry out temperature and health checks**”

- Item 1-2: Various revisions including added information on the Ministry of Health, Labour and Welfare’s COCOA application

Previous text: “After the conclusion of the event, if it is discovered that an attendee was infected, consult with a medical professional depending on their physical condition and contact the attendee.”

Revised text: “After the conclusion of the event, if it is discovered that an attendee was infected **and medical authorities have reported that there was close contact with others at the event, contact attendees to instruct them to seek the advice of a medical professional depending on their physical condition.**”

- Removed item 1-3
- Item 1-4

Previous text: “Upon entry and registration, carry out body temperature checks using non-contact thermometers. Immediately lead any person with a fever over 37.5 °C to the quarantine space and contact emergency personnel. Comply with the instructions of medical personnel.”

Revised text: “**1-3** Upon entry and registration, **along with asking each attendee if they are feeling well**, carry out temperature checks using non-contact thermometers **or thermographic cameras. For any person feeling unwell or with a fever (of at least around 37.5 °C), lead them to a space where they can temporarily wait, and inform them that they are unable to enter the venue. Contact any emergency contacts if necessary and** comply with the instructions of medical personnel.”

- Item 3-2: Added “**and take in outside air**”

Page 5

- Item 4-2: Changed “of around 2 meters (no less than 1 meter)” to “**of at least 1 meter**”
- Item 4-3:
 - Changed “maintaining social distance (about 2 meters, no less than 1 meter)” to “**maintaining distances of at least 1 meter.**”
 - Separated text into three sections (A, B, and C) for easier reading
 - Removed illustration in notes to prevent any misunderstanding on required measures
- Item 4-6
 - Revised text to reflect the latest knowledge as well as practical operations
 - Removed illustration in notes for balance with fire safety laws and for practicality