Health and Safety Plan
Denver 2021

Pre-Event Communication
• Provide up-to-date information from official sources to aid members in the decision-making process whether to attend in person. This will be conveyed through our meeting website page, email messages and videos.
• Maintain transparency in all pre-event communications to relay health and safety measures being taken at the conference.
• Communicate what attendees can expect on site in terms of mask requirements and other precautions.
• Communicate to attendees that onsite sanitizing stations will be available.
• Inform attendees of new meeting etiquette such as masks, refraining from hugging, handshaking or high-fives and the need to leave space between each other per the recommended social distancing guidelines.

Meeting Space Considerations
• Adjustments to seating, lines, and food service have been made based on recommended social distancing requirements, state mandated capacity reductions and attendee comfort.
• Masks will be required for all attendees, exhibitors, vendors and staff at all times except for momentary removal for drinking and during mealtimes when appropriate distancing will be ensured.
• The exhibit hall flow and footprint have been redesigned in accordance with guidelines and the number of booth representatives allowed on the floor is being regulated.
• A wipe down service for high touch areas will be deployed all day during the conference.
• Touchless hand sanitizer stations dispensing 80% alcohol hand sanitizer will be set up at key locations throughout the hotel, exhibit hall and conference areas.
• Cellphone charging and sterilization stations are being evaluated.

Covid-19 Special Measures
Property confirms they are implementing enhanced cleaning measures
• Gap period enforced between guest stays - 72 hours
• Shield between guests and staff in main contact areas
• Property confirms they are implementing guest safety measures
• Social distancing measures are in place
• Staff temperature checks are conducted regularly
• Property is cleaned with disinfectant
• Guests are provided with free hand sanitizer
• Property confirms they are implementing enhanced cleaning measures
• Staff wears personal protective equipment
• Bed sheets and towels are washed at a temperature of at least 60°C/140°F
• Essential Workers Only - NO
• Commonly-touched surfaces are cleaned with disinfectant
• 1000 self-parking spaces that is part of the Tabor Center underground parking garage, fees vary.
• Valet service is currently available for parking, utilizing cleanliness and social distancing protocols.
• Signage throughout our hotel to remind guests to maintain social distancing and to wear masks as well as provide more hand sanitizing stations.
• Mobile check-in and mobile key, and service requests for pick up or delivery right to your door via the Marriott Bonvoy mobile app or by calling the front desk.
• Partitions installed at our Front Desk promote social distancing.
• Mobile check-out.
• In keeping with Marriott's Commitment to Clean, we have made several enhancements to our cleaning practices throughout our property and in guest rooms. These include: Enhanced Public Space Cleaning. We have increased the frequency of cleaning and disinfection, particularly in areas with high traffic including restrooms and elevators, as well as provided more hand sanitizing stations.
• Staff members will wear Personal Protective Equipment (PPE) (e.g., face coverings, gloves, etc.) based on the activities they are performing and based on direction by the local authorities. Guests are currently required to wear personal face coverings in all indoor areas of the hotel unless fully vaccinated.
• We’re utilizing enhanced technologies including electrostatic sprayers with hospital-grade disinfectants to support our already rigorous cleanliness protocols. Disinfectant wipes are available in the room for every arriving guest as well as upon request.
• Every guest room is thoroughly cleaned and disinfected prior to your arrival. During your stay, we will not provide housekeeping automatically every day. If you wish to receive daily housekeeping refresh service, please let us our guest services team know. We will be happy to make schedule service according to your preferences. Please note that if you are staying with us a bit longer, we will automatically clean your guest room after every 6th night.
• Fitness Center and Indoor/Outdoor Pool: Open, equipment and pool furniture spaced for social distancing. We have increased the frequency of cleaning and disinfection of both areas. Masks are required in the fitness center and indoor pool area. Pool and Fitness Center reservations are required due to state and local health department ordinances. Please contact the hotel front desk directly at 303-572-9100 for reservations and additional information.
• In Room Dining is currently closed.
• Ingredients Coffee Shop is currently open mornings.
• We have multiple local restaurants that are within walking distance open for take-out/delivery. We are currently offering full service catering thru meetings and events.
• Providing a safer environment for our guests and associates is a top priority. Consistent with the most recent CDC guidance, fully vaccinated guests are no longer required to wear face coverings or social distance in indoor or outdoor areas of the hotel, unless required by local law. We ask that unvaccinated guests continue to wear face coverings and practice social distancing when they are in public spaces inside the hotel.

Health Considerations
• Should someone present with a fever (100°F+), or report symptoms, they will be advised to return or remain in their room, if necessary referred to a nearby clinic for further evaluation, testing and treatment.
• Attendees will be provided with hand sanitizer and disinfectant wipes.
• Attendees will be required to self-monitor for symptoms and advised to stay in their room and contact a conference hotline if symptoms develop or a fever is detected. This will be reinforced through signs and the video wall. Registration

• Floor decals will ensure proper social distancing with the recommended 6-foot spacing. Table and Seating Guidelines

• Appropriate distancing and lower capacity limits will be monitored for every room.

• The number and width of aisles has been increased.

• Exhibit Hall: Reduced number of exhibitor representatives, require health screening of pre-show setup staff, established one-way aisles, no carpet to facilitate cleaning, hand sanitizing stations, enhanced cleaning. Health and sanitation practices will be communicated to onsite industry representatives.

• Added areas for additional guest space with highboys and larger tables around the perimeter of the room.

• Including supplies on the tables for surfaces to be wiped down in the moment.

• Multiple dining area options for meals and breaks.

**Post-Event**

• Immediately following the conclusion of the meeting, attendees will be asked to evaluate the implementation of health and safety procedures and protocols onsite.

• Seven days and 14 days following the conclusion of the event, AOCD will administer a wellness check survey to all live attendees.

• A candid assessment of the live event’s execution and outcome will be prepared for future AOCD events and possible publication to guide others.