



# SAFE MEETINGS MATTER

PRESENTED BY THE HOTEL ASSOCIATION OF NOVA SCOTIA



## HOTEL INDUSTRY OVERVIEW

### History of Standards

Accommodations members have very high standards. In place is Serve Smart, WHMIS, and JOHSC.



### Employee and guest safety

Hotels have the technology to create socially distanced meeting set ups and use hybrid virtual components



### Make Meetings Safe

Our proposal will ensure that hotels and suppliers employed by hotels will follow the principles outlined.

# HANS

## KEY PRINCIPLES OF SAFE MEETINGS IN NOVA SCOTIA



- **Physical Distancing**
  - Rooms set up to ensure social distancing
  - Technology and PPE
  - Virtual components
  - Staggered sessions/route mapping



- **Educational Signs**
  - Physical distancing
  - Proper handwashing techniques
  - Proper coughing etiquette

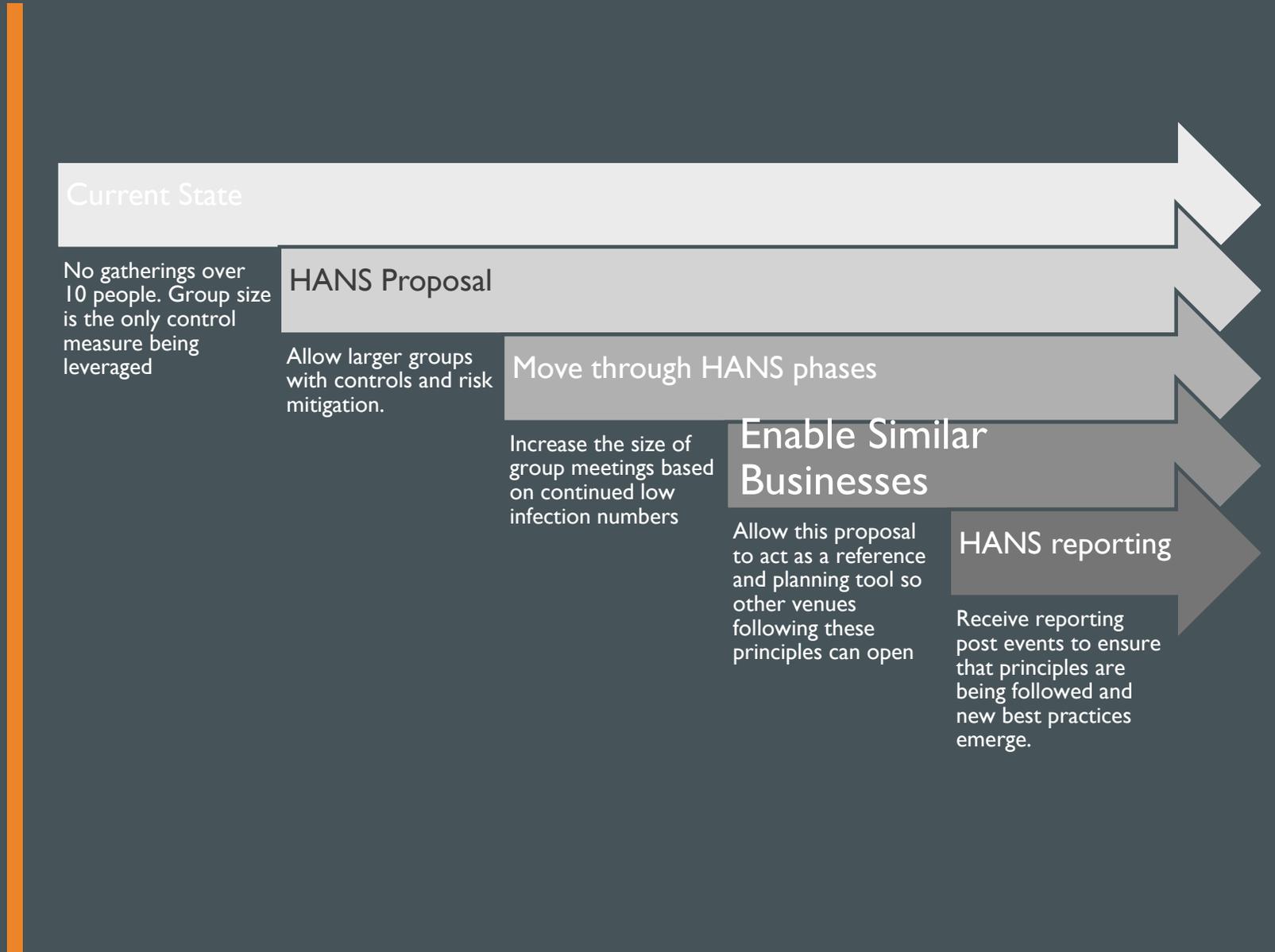


- **Cleaning / Sterilization**
  - Cleaning with disinfectants
  - Focus on high touch areas
  - Establish appropriate times for cleaning



- **Contact Tracing/Screening**
  - Registration for all meetings
  - Name and contact info
  - Records kept (per Health guidelines)
  - Arrival screening questionnaires

# PROCESS MAP

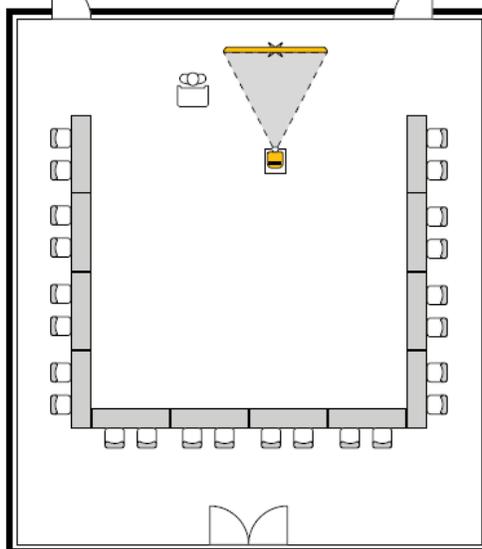




## SAMPLE SET UP CHANGES

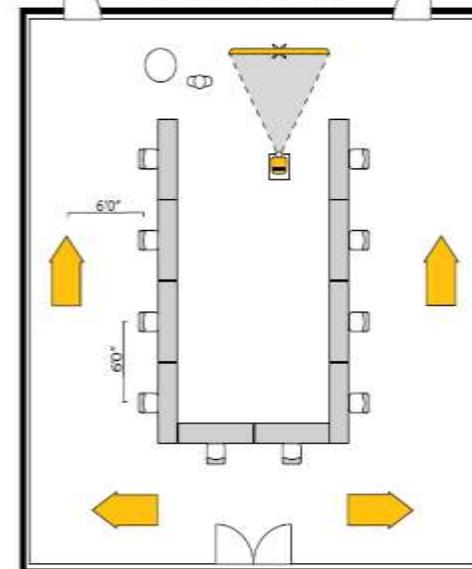
### Floor Plan Option - 10 ppl U-Shape

Traditional U-Shape Diagram - 24ppl  
37' x 42' : 1554 sqft



**NEW**

Modified U-Shape Diagram - 10ppl  
37' x 42' : 1554 sqft



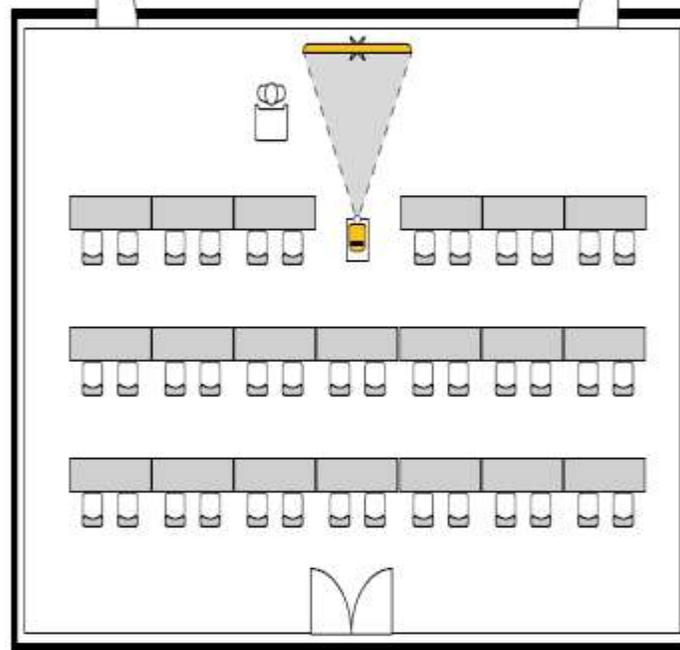
- Increased distance between each attendee. This is designed to help maintain limited contact within the meeting environment.
- Intentional directionally based traffic flow within the room as indicated by decals that are on the floor.



## SAMPLE SET UP CHANGES

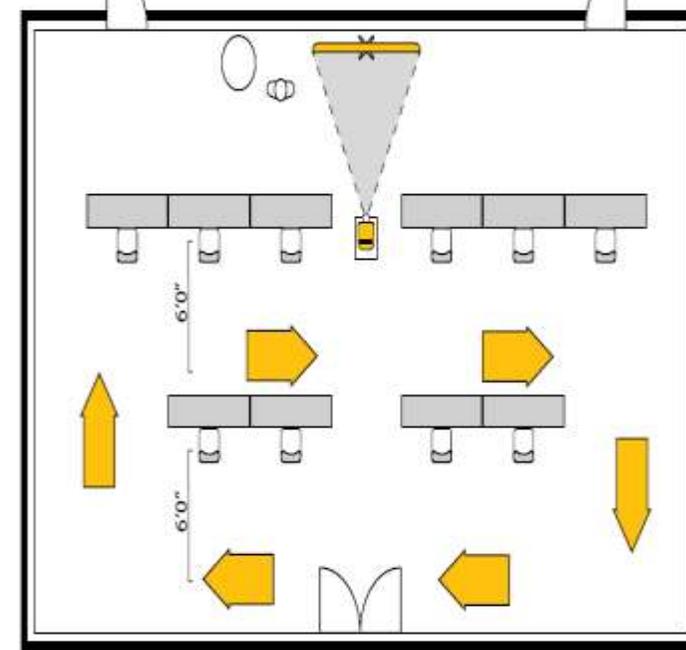
Floor Plan Option - 10 ppl Classroom

Traditional Classroom Diagram - 40ppl  
50' x 29' : 1450 sqft



**NEW**

Modified Classroom Diagram - 10ppl  
50' x 29' : 1450 sqft

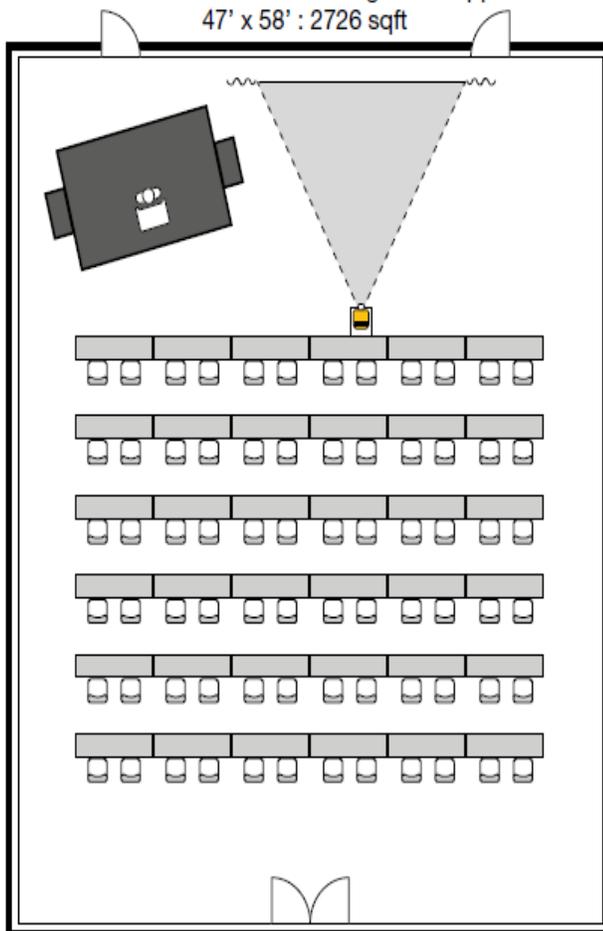




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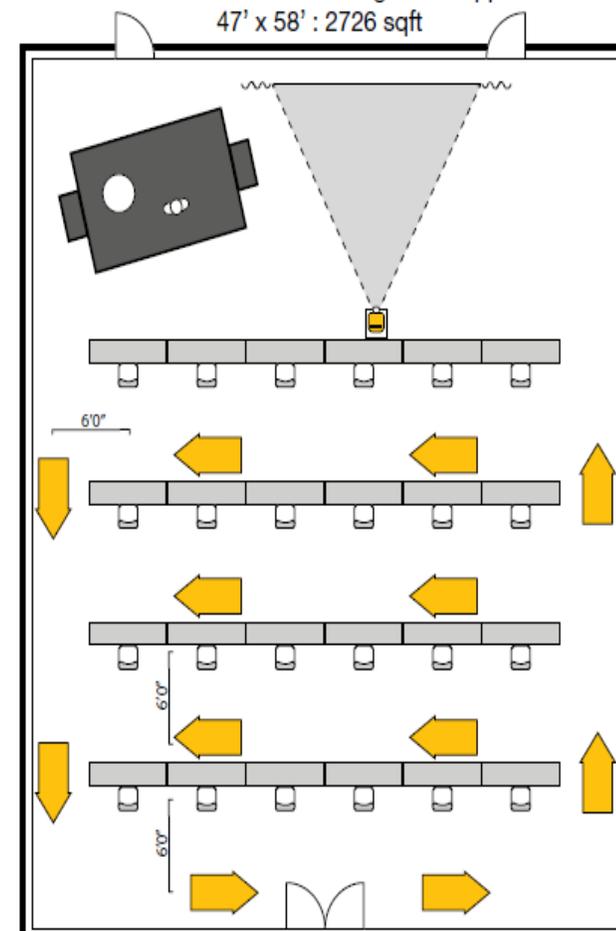
## Floor Plan Option - 25 ppl Classroom

Traditional Classroom Diagram - 72 ppl  
47' x 58' : 2726 sqft



**NEW**

Modified Classroom Diagram - 24 ppl  
47' x 58' : 2726 sqft

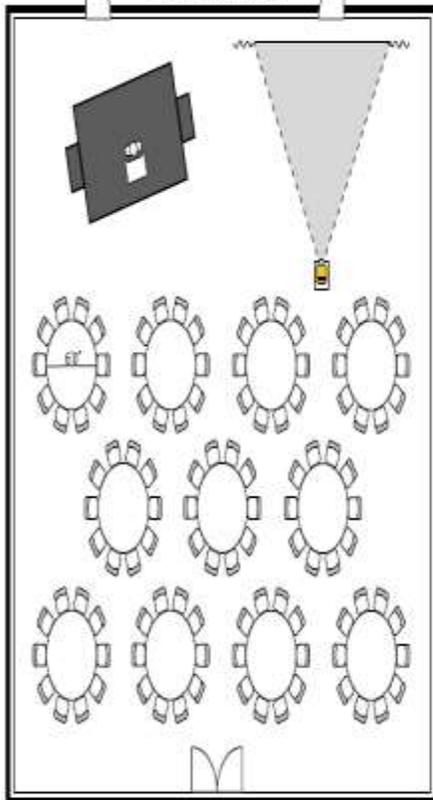




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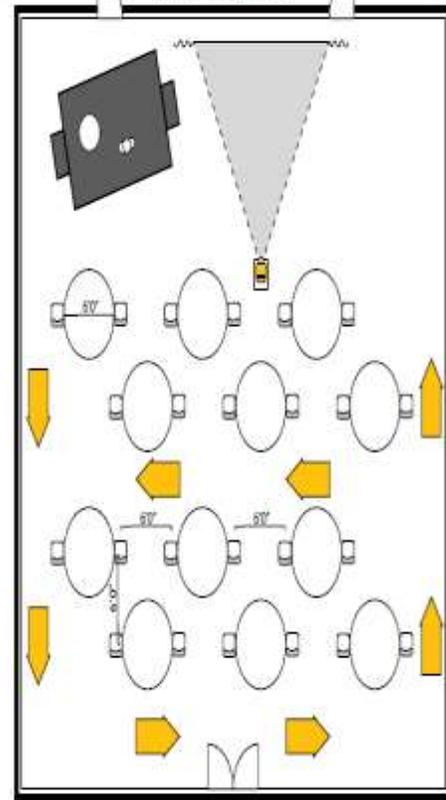
## Floor Plan Option - 25 ppl Single Chair

Traditional Rounds Diagram - 110ppl  
51' x 53' : 2703 sqft



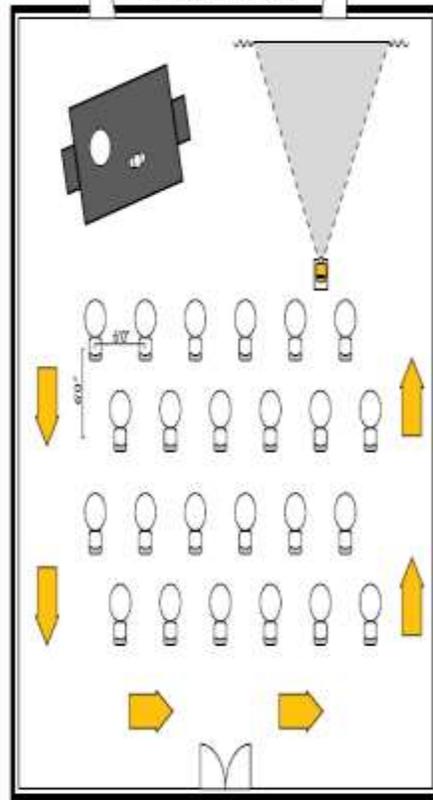
**NEW**

Modified Dual Rounds Diagram - 24ppl  
51' x 53' : 2703 sqft



**NEW**

Modified Single Rounds Diagram - 24ppl  
51' x 53' : 2703 sqft





## CLOSING- SAFE MEETINGS MATTER



- Meetings can be conducted safely
- Venues (particularly hotels) can put in place mitigating processes
- Technology can be leveraged
- PPE can be utilized very effectively
- Our industry has a vested interest in making this work!