



## HEALTH & EMERGENCY PLANS

### ADN Mask Policy

Masks are not mandatory in conference session rooms, exhibitions, registration, and pre-function areas, and as determined by individual venues and client spaces.

### How to Protect Yourself (COVID-19)

- We recommend the following steps to prevent getting COVID-19:
- Wear a mask. Only required in public areas where the COVID-19 Community Level is high, regardless of vaccination status.
- Wash your hands often. Wash your hands with soap and water for at least 20 seconds, before touching your eyes, nose, or mouth and after touching your mask or leaving a public place.
- Utilize hand sanitizer. Use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.
- Stay home when you feel ill. Do not leave your home or hotel room, except to get medical care. Take care of yourself.
- Test when you deem necessary or are instructed to do so. Over-the-counter self-tests are viral tests that can be used at home or anywhere, are easy to use, and produce rapid results. Regardless of the test type you select, a positive test result means that you have an infection and should isolate and inform your close contacts to avoid spreading to others.

### How to Protect Yourself (MONKEYPOX)

- Take the following steps to prevent getting monkeypox:
- Avoid close, skin-to-skin contact. Individuals with monkeypox may or may not have a rash that looks like monkeypox.
- Do not touch the rash or scabs of a person with monkeypox.
- Avoid contact with objects and materials that a person with monkeypox has used.
- Do not share eating utensils or cups.
- Do not handle or touch the bedding, towels, or clothing of a person with monkeypox.
- Cleanse your hands often. Use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry. Avoid touching your eyes, nose, and mouth with unwashed hands.

### Active Shooter Plan

The implementation onsite by our staff and auxiliary support is rooted in our ability to respond in as calm and focused manner as possible. This plan will be coupled with the plan provided by the security firm supporting the events.

We will:

1. If possible, direct participants to run away from the shooter and evacuate the building or area immediately. We will calmly and without drawing attention, encourage others to comply.
2. Instruct participants to stay low and hide in a secure place. For areas under our control, we will close and lock doors, turn off lights, and remain as quiet as possible.
3. As soon as possible, we will call for help and provide authorities with as much information as possible about the situation, including the location of the shooter, the number of victims, and the weapons involved.
4. Follow the instructions of law enforcement officers when they arrive and cooperate with their efforts to evacuate the area and apprehend the shooter.

### Inclement Weather Plan for Events

Our inclement weather plan for events considers the safety of all participants while still ensuring the productivity of the event. Below is our inclement weather plan.

We will:

1. Monitor weather forecasts leading up to the meeting date to determine if inclement weather is likely.
2. Ensure all participants have clear communication channels for updates and instructions in case of inclement weather.

Additionally, we will:

1. Specify a designated point of contact to communicate any changes or cancellations.
2. Have a plan in place to deploy a remote participation option for participants who may not be able to attend in person due to inclement weather conditions.
3. Set a date that a decision for rescheduling or cancellation must occur.
4. When feasible propose an alternative location, where safety and accessibility can be preserved.
5. Support participants by allowing extra time for transportation and providing guidance on alternative routes or transportation options in case of road closures or air traffic delays.
6. Ensure that all meeting locations are well-maintained and that safety precautions are taken to prevent accidents.

### On-Site Emergency Procedures

- Fire
  - Pull alarm and leave.
  - Do not re-enter buildings.
- Suspicious Activity/Person
  - See Something. Say Something. Do Something.
  - Do not confront or let a stranger into locked or secured areas for any reason.
- Suspicious Object
  - Do not disturb or touch the object.
  - Move at least 100 yards from the object.
- Power Outage
  - Remain calm and exit the building.
  - Aid others.
- Medical Emergency

- Avoid leaving injured persons except to summon help.
- Do not move the injured person.
- Hazardous Weather
  - Monitor weather alerts.
  - Shelter at the lowest level.
  - DO NOT PULL FIRE ALARM.
  - Wait for an "all clear" notification.

### Have An Emergency?

- Call 911!