



Health & Safety Requirements for PPPC In-Person Trade shows

VACCINATION POLICY

PURPOSE

The health and safety of attendees at our events, our employees and event staff is of utmost importance. We also have an obligation to do our part to take measures to help protect the broader community, especially those people who are unable to be vaccinated against COVID-19.

We know that COVID-19 and its variants pose and will continue to pose a serious public health risk to our community. The Delta Variant has changed the game, despite increased vaccination numbers. In addition, indoor in-person events present unique safety challenges, especially where attendance is significant, social distancing is difficult, there is opportunity for prolonged contact with other attendees and local case counts continue to be unacceptably high.

Separate from these ethical responsibilities, we also have legal obligations to take every reasonable precaution to ensure a safe workplace. Our members and event attendees also expect our events to be operated safely.

Medical experts have been clear that full vaccination is a step we can and should take, to help reduce the risks of COVID-19 and its variants. Our risk assessment has concluded that requiring our event attendees and staff to be fully vaccinated is a proportionate response to these risks.

Public health orders continue to evolve. From time to time, they may require mandatory vaccination as a matter of law. But for now, we believe a mandatory vaccination requirement is a reasonable and responsible step that we ought to take, for our in-person events. It will allow us to offer more activities to our attendees and will help us with the ongoing goal of returning to normal.

SCOPE/APPLICATION

This policy applies to attendees at an in-person event who are 12 years of age or older. This includes our attendees, employees, and volunteers.

It is subject to applicable public health orders, which may impose restrictions on our in-person events, such as limits on the number of attendees, masking, mandatory vaccination and a requirement to provide proof of vaccination.

The application of this policy will be informed by updated public health and industry guidance.

EFFECTIVE DATE

This policy applies to in-person events that are held on or after October 1, 2021.

POLICY

Public Health Orders

We are committed to providing our events in a manner that is safe and which complies with all applicable public health orders. If there is any conflict between this policy and a public health order, the terms of the public health order will apply.



Currently, most provinces and territories are requiring full vaccination as a precondition of attending large gatherings, and particularly indoor gatherings. We will, of course, follow the public health orders that apply to us. This may in some circumstances restrict our ability to accommodate people who are unable to be vaccinated for reasons that are recognized by human rights laws as protected grounds. Accommodation measures are discussed in more detail below.

Vaccination

Attendees at our in-person events must be fully vaccinated against COVID-19. “Fully vaccinated” means that you have received at least two doses of a vaccine or vaccines approved by the Government of Canada, at least 14 days before the event commences. If you have received a vaccine that is approved by the Government of Canada as a single dose vaccine, then one dose of that vaccine is sufficient. If the Government of Canada recommends additional doses or boosters, then you will be required to receive those additional doses or boosters, to be considered fully vaccinated under this policy.

Proof of Vaccination

Before or at the event, you will be required to provide proof of full vaccination, together with a government-issued photo ID.

Acceptable documentation must be issued by the public health authority that administered your vaccine(s). Depending on the public health authority, that may be a digital or physical immunization card, a secure immunization record or receipt or a record of vaccination from the health care provider who gave you your vaccine(s).

We reserve the right to review and confirm the suitability of the proof you have provided.

Accommodation

We recognize and respect our legal duty to accommodate people who are unable to comply with this policy because a characteristic that is protected by human rights law prevents them from receiving a vaccine. Requests for accommodations must be made at least five business days before the commencement of any event.

To be clear, the duty to accommodate only arises if the reason you are not fully vaccinated is due to a protected ground, such as a medical condition or a sincerely held religious belief. Personal choice or skepticism as to the efficacy of vaccines is not protected by human rights law and there is no legal duty to accommodate unvaccinated people on this basis.

Accommodation will be considered on a case-by-case basis. If we can maintain safety through a series of measures, other than full vaccination, without causing undue hardship to us and people at our events, we will explore these alternative measures. These may include some combination of a negative antigen or PCR test taken 48 hours or less before the event, masks, social distancing or offering virtual attendance at our events where practical and deemed possible at our discretion. What is reasonable will depend on the particular circumstances of the event, external factors and the attendee’s needs, among other things.

We will discuss the situation of anyone who requests an accommodation, including the reason why they are unable to be fully vaccinated, proof of any condition that is provided by the person and what accommodation measures might be appropriate.



Anyone who requests an accommodation must provide documentation which supports the request. In the case of a medical accommodation, this means information from your health care provider which indicates you are unable to be fully vaccinated, and which satisfies any requirements that arise under applicable public health orders. Please do not provide a diagnosis or other medical information.

If a negative test is provided in lieu of full vaccination, you will be responsible for all costs associated with testing. You must provide documentation of the negative test from your health care provider. Self-administered tests are not sufficient.

Privacy and Security

We are committed to collecting the minimum amount of personal information that is necessary to ensure compliance with this policy and to help ensure our events are safe. We will not share this information with any third party, and it will not be retained once we confirm you are entitled to attend the event.

Any information about your attendance at the event that is stored for contact tracing purposes will not include the documentation you submitted to prove you are fully vaccinated or any negative test you provided.

Personal information we collect to administer this policy will be used only for the purposes of this policy or as otherwise required by law (for example, a public health order that may require the information be to be collected, used, or disclosed for a different purpose).

We will treat this information as sensitive and use reasonable security methods to ensure it is stored safely.

Our staff will be trained to ask only those questions which are required to administer this policy.

We may retain statistical data, but if we do, we will anonymize it, so that it does not identify you.

If you do not consent to the collection, use or disclosure of your personal information as contemplated in this policy, you are free to decline to attend our events. Your attendance at an event and your provision of information about your vaccination or testing status constitutes your consent to our collection, use or disclosure of information for the purposes set out in this policy.

Personal information we collect from you is managed in accordance with the terms and conditions of our privacy policy. If there is conflict between this policy and our privacy policy, the terms of this policy will prevail and govern.

Refunds

If you are not fully vaccinated and cannot produce a negative test in the manner contemplated in this policy, you may not attend the event. You may contact us to enquire about a refund of any fees you have paid us in connection with the specific event.

REVIEW OF POLICY

COVID-19 numbers are subject to change, as are public health orders. This policy will therefore be subject to periodic review and revision, as circumstances dictate.



CONTACT

If you require an accommodation in relation to this policy, or if you otherwise have questions about these matters, please contact Jonathan Strauss at jonathan@pppc.ca.

ADDITIONAL ON-SITE POLICIES

PPPC's number one priority for return to in-person events is ensuring the health and safety of all in attendance. All current provincial health guidelines will be adhered to, with the addition of the following requirements:

Individual Exhibitor/Attendee Requirements

All attendees are required to self-screen before attending. Anyone exhibiting any symptoms or risks may not attend the event. A sample self-screening document can be found [here](#).

All attendees must sanitize their hands and always wear a mask when in the facility. Sanitizing stations will be available readily throughout all public areas, and attendees are asked to employ frequent handwashing.

Physical distancing must be maintained in all areas. Pre-registration for attendees will be mandatory and the use of self-scan stations for badges will be encouraged.

Attendee counts will be completed in real time to ensure that a maximum number of attendees and staff are not exceeded for the room size in the trade show area at any one time.

Should a reception be held, food and beverage service practices will be used to minimize contact and provide a large space for distancing while networking. Note: currently no provincial policies allow for stand-up receptions.

Exhibitor Booth Requirements

For each 10' x 10' booth, two staff representatives will be allowed at any one time; four representatives will be allowed for 10' x 20' booths. Staff shifts are permitted.

Signage will be placed throughout the space to encourage frequent sanitizing and remind for physical distancing. Exhibitors are encouraged to create a clear directional flow in their space to allow attendees to remain distanced within the space.

Touchless options for informational materials are recommended when interacting with attendees, limiting exchange of paper and other items. Frequent cleaning/sanitizing by venue staff is required, especially in high touch areas and hand sanitizer must be made readily available by all exhibitors. Exhibitors will be responsible to maintain a high level of sanitizing within their booth space.