



## The CIO Leadership Hong Kong Forum - REDEFINED HEALTH & SAFETY PROTOCOLS

To protect all participants at the CIO Leadership Hong Kong Forum on 3 December 2020, Questex Asia, along with the support of the Cordis venue in Hong Kong, has put into place health and safety measures based on the prevailing Government regulations, Centre for Health Protection (CHP) guidelines, and industry best practices.

- This is a private event and prior RSVP is required. Due to Government regulations on venue capacity, walk-in's will not be allowed and we reserve the rights to reject any attendees.
- Body temperature screening will be taken on all participants upon entry of Cordis Hong Kong, before entering the event venue, which is a licensed catering premise. This will be taken via a contactless machine.
- Hand sanitizer will be provided in venue reception area and within the venue. Please wash hands regularly and use hand sanitiser upon arrival, and routinely thereafter.
- All participants must wear face masks at all time within the venue premise, except when the participant is consuming food or drink.
- Social distancing is to be always adhered to. No more than **4 persons per table** and not less than 1.5 meters distance between groups and/or tables are allowed.
- Do pay attention to your group size and social distance during any networking activities. Venue staff will be enforcing this requirement and we seek your cooperation in following their instructions.
- Signage displaying up-to-date social distancing information will be placed in the venue. Please read this upon entry.
- Food and drinks will be pre-plated and served at your seat by venue staff. This is to be consumed at your seat. Please do not consume any food or drink away from your seat when you mingle.
- Please do not share items (pens, USB drives, food, drink etc). Where this is unavoidable, items should be cleaned with antibacterial spray/wipes before and after use.
- Transparent table partition will be available upon requests, for added separation between seats.
- For speakers, microphones will be fitted with covers, and will be sanitized and refitted with a new cover between use.
- If you have been outside HK, or in contact with any COVID-19 confirmed/suspected cases, in the 14 days immediately prior to the event date, please self-isolate and do not enter the venue.
- Please do not enter the venue if you are feeling unwell or if you or a member of your household/office are displaying symptoms including a high temperature, a new continuous cough or a loss or change to your sense of smell or taste. If you begin to feel unwell or begin to display these symptoms whilst on site, please inform a member of the Questex Asia team as soon as possible.
- If you experience symptoms or receive a positive COVID-19 test result within 21 days after the event, please inform Lily Lee at [llee@questex.com](mailto:llee@questex.com) as soon as possible.
- A participant contact list will be maintained for no less than 21 days post-event. In the unfortunate incident where contract tracing is needed, your personal information, including contact information, will be released to the relevant Government bodies and authorities, including but not limited to the Hong Kong Department of Health and the Centre of Health Protection, for contact tracing purposes.



## The CIO Leadership Hong Kong Forum - COVID-19 LIABILITY WAIVER

I understand that the event venue and the organizer have taken all reasonable safety and health measures as stipulated by the authorities.

I assume all risks and accept sole responsibility for any and all consequential health issues including death that I may experience or incur in connection with my participation in **The CIO Leadership Hong Kong Forum**, taking place at Cordis, Hong Kong, 555, Shanghai Street, Mong Kok, Hong Kong on 3 December 2020. I hereby release, covenant not to sue, discharge, and hold harmless Questex Asia Pte Ltd, its employees, agents, and representatives, of and from any such claims, including all liabilities, claims, actions, damages, costs or expenses of any kind arising out of or relating thereto.

Specifically relating to the global COVID-19 pandemic, I acknowledge the contagious nature of COVID-19 and voluntarily assume the risk of exposure or infection by my participation, and that such exposure or infection may result in personal injury, illness, permanent disability, and death. I understand that the Department of Health, Hong Kong and other public health authorities still recommend practicing social distancing, and in furtherance thereof Questex Asia has put in place preventative measures to reduce the spread of COVID-19 during the live conference at the Cordis, Hong Kong for **The CIO Leadership Hong Kong Forum**. These preventative measures are listed in above. I agree to comply with all such measures in order to better protect both myself and others, and to help reduce the overall spread of the virus.

I attest that:

- I will not attend **The CIO Leadership Hong Kong Forum** at Cordis, Hong Kong, 555, Shanghai Street, Mong Kok, Hong Kong on Thursday 3 December 2020 if I am experiencing any symptom of illness such as a high temperature, a new continuous cough or a loss or change to sense of smell or taste
- I will not attend **The CIO Leadership Hong Kong Forum** at Cordis, Hong Kong, 555, Shanghai Street, Mong Kok, Hong Kong on Thursday 3 December 2020 if I have been exposed to someone with a suspected and/or confirmed case of the Coronavirus/COVID-19 in the previous 14 days
- I will not attend **The CIO Leadership Hong Kong Forum** at Cordis, Hong Kong, 555, Shanghai Street, Mong Kok, Hong Kong on Thursday 3 December 2020 if I have been diagnosed with Coronavirus/Covid-19 in the previous 14 days
- I will follow Department of Health, Hong Kong and other regulators' recommended guidelines as much as possible and limit my exposure to the Coronavirus/COVID-19 in the 14 days period before participating at the conference

Signature:

Date:

Name (printed):

Please email a signed copy of this waiver (per person) to [llee@questex.com](mailto:llee@questex.com)