

Hygiene concept for the realization of the

16th annual conference of the German Spine Society

09-11 December 2021

Münster Trade Fair and Congress Centre

Status: 03 December 2021

The banner features the DWG logo (Deutsche Wirbelsäulengesellschaft) with a stylized spine icon and three chevrons. Below the logo, the text reads "Deutscher Wirbelsäulenkongress" and "16. Jahrestagung der Deutschen Wirbelsäulengesellschaft". The main image shows the Gothic architecture of a church in Münster. The text "9.-11. Dezember 2021" and "Münster" is overlaid on the right side of the image. The website "www.dwg-kongress.de" is written vertically on the left side. A small copyright notice "© Familienpost.com - Fotolia.com" is visible in the bottom left corner of the image area.

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In order to guarantee a safe course of the event, the hygiene concept is constantly updated by Conventus Congressmanagement & Marketing GmbH according to current guidelines.

1. current coronavirus protection regulation

In order to continue the fight against the SARS-CoV-2 pandemic, to limit a renewed increase in the number of infections and, in particular, to continue to ensure sufficient medical care capacity, the Corona Protection Regulation lays down rules to contain the risks of infection in an effective and targeted manner.

The current Coronavirus Protection Ordinance (- CoSchuV -) and Corona Test Structure Ordinance (CoronaTeststrukturVO) of the North Rhine-Westphalian Ministry of Health can be found under the following link:

<https://www.mags.nrw/coronavirus-rechtlicheregelungen-nrw>

Corona test sites Münster:

https://www.muenster.de/corona_testungen.html#teststellen

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2. summary of the hygiene concept

The following measures must be observed within the framework of the currently valid Corona Protection Ordinance when participating in events:



Nachweispflicht

geimpft oder genesen
und negativ getestet



Registrierungs-

pflicht aller
Anwesenden



Handhygiene

einhalten



Maskenpflicht

innerhalb des
Gebäudes



Abstand halten

innerhalb des
Gebäudes



Wegleitung und

Begrenzungen

beachten

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3. procedure of the meeting

- Date 09-11 December 2021
- Venue Messe und Congress Centrum | Albersloher Weg 32 | 48155 Münster
- Time/room use Monday, 06.12.2021 approx. 13:00-20:00 hrs early set-up
 - Tuesday, 07.12.2021 approx. 07:00-10:00 | 10:00-20:00 early set-up | set-up
 - Wednesday, 08.12.2021 approx. 08:00-20:00 Setup
 - Thursday, 09.12.2021 approx. 07:00-20:00 Congress
 - Friday, 10.12.2021 approx. 07:00-19:00 Congress
 - Saturday, 11.12.2021 approx. 07:00-15:30 Congress approx. 13:30-24:00 Dismantling
- Program The program is 2-stranded (timed up to 9-stranded) with 60- to 90-minute sessions.
- Catering during breaks Catering for the participants will be provided in accordance with the current version of the Corona Protection Ordinance of the Federal State and the City of Münster.

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3. procedure of the meeting

Messe Münster has drawn up a usage plan for the premises used (see site plan). In the lecture rooms, care will be taken to ensure adequate seating or to create sufficient space by means of additional seating.

In order to draw attention to the hygiene and behavioural obligations to be observed, information boards will be erected at various points, information stickers will be placed and monitors will be used. For the protection of all persons present during set-up, implementation and dismantling, disinfection dispensers for hand disinfection will be set up in the entrance areas, smoking areas, work areas and in front of the sanitary areas.

By adhering to the wearing of suitable mouth-to-nose coverings within the building, as well as the observance of distance regulations, an accumulation of larger groups of people during the break periods is avoided. The applicable rules are explicitly pointed out both verbally and by means of suitable notices.

According to available experience, a total number of participants of up to 2,000 can be expected.

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4. organizer and contact person

- Organizer scientific program German Spine Society e. V.
- Congress President & Congress Secretaries Prof. Dr. med. Ulf Liljenqvist | St. Franziskus-Hospital Münster
Dr. med. Frederick Galla | St. Franziskus-Hospital Münster
Dr. med. Justinus B. Kösters | St. Franziskus-Hospital Münster
- Conference organisation & organiser Conventus Congressmanagement & Marketing GmbH
- Project management Justus Appelt
- Technical management Gunnar Wagner

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5. traceability, **compliance 2G+**

- All participants and speakers are registered with contact details via an electronic registration system.
- The contact details of the staff (organisation, catering, conference venue, technology) are available to the respective departments.
- **Compliance with the 2GPlus requirement will be checked by a security service prior to entering the Congress Centre Münster** (2G rule = access exclusively for immunised persons = fully vaccinated and recovered persons).
- Each participant as well as each person involved in the conference (organization, catering, conference venue, technology) will receive a daily admission wristband, which certifies the successful control of the status "Vaccinated" or "Recovered" and "Negatively Tested" - **A corresponding proof of immunization and testing as well as an official identification document must be carried on all days of the event. Without this proof, unfortunately, no admission to the conference building can take place.**
- For the designated set-up and dismantling time of the congress (see page 5), the 2G rule applies throughout the Congress Centrum Münster. Immunisation must be demonstrated by all participants as described above, but without additional testing.
- The wristband ensures that only controlled persons are present in the conference building.
- A name badge will be issued at the check-in area. It is not permitted to stay in the entire conference venue without a name badge.
- It is possible to gain access to the conference area preferably via a self-check-in. This avoids queues and close contacts in the entrance areas.

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6. hygiene measures

Information on the planned hygiene measures will be provided in advance via the conference homepage www.dwg-kongress.de. The basis for this is the current Corona Protection Ordinance of the Federal State of North Rhine-Westphalia and the district of Münster. Active information will also be provided via special newsletters to all participants and contributors. Admission to the conference is restricted to persons who

- a. Provide proof of a complete vaccination against COVID-19 completed at least 14 days ago with a vaccine licensed in the European Union in the form of a digital vaccination certificate via the CovPassCheck app. Those who have recovered must be able to prove that they have recovered from an infection with the SARS-CoV-2 coronavirus in addition to the vaccination documentation of a vaccination dose.

→ [Download CovPass app](#)

or

- b. carry evidence of a positive test result for coronavirus based on laboratory diagnosis by nucleic acid detection (PCR, PoC-PCR or other methods of nucleic acid amplification technique) dating back at least 28 days and not more than six months (proof of recovery).

and (valid from 09-11 December during the designated congress times, not for set-up/dismantling)

- c. present a negative PCR or antigen test result. The test result or a medical certificate confirming such a result must be submitted in German. or English language and must not be older than 24 hours (antigen test) or 48 hours (PCR test).

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6. hygiene measures

Bearing in mind that, according to the current state of affairs, vaccinations provide additional, but not one hundred percent safety, it is **mandatory for all participants, speakers and contributors to observe the rules such as distance, hygiene and the wearing of protective medical masks. Non-compliance may lead to exclusion from the event.**

During the sessions, the participating speakers as well as the chairpersons of the session may remove the medical protective mask. Participants who occupy a fixed seat in the lecture rooms may also remove the mouth/nose covering if required.

Staff working at the registration desk have the possibility to take off the protective mask in order to improve communication with the participants, as participants and staff of the registration desk are additionally separated by a spit shield.

Persons with symptoms of illness or in contact with sick persons are requested to refrain from attending the conference.

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6. hygiene measures

The following additional measures will be implemented:

- Provision of hand disinfectant in the admission area, in the sanitary areas, in front of the halls and well distributed on the event area
- Mouth-nose protection will be provided if required
- Provision of surface disinfectants at the check-in, at the lecterns and at the lecture reception desk.
- Regular and frequent cleaning of public and sanitary areas incl. control of the availability of cleaning agents
- Verbal cues at the opening of the conference or before the start of each break to raise awareness among all participants.
- In addition, posters in front of the halls, in the event area and in front of the sanitary areas point out sneezing etiquette, hand cleaning and hand disinfection as well as the avoidance of physical contact.
- At bottlenecks with a possibly increased number of participants, a routing with entrances and exits (one-way street system) should be regulated by appropriate signage. The participants are explicitly requested to adhere to these.

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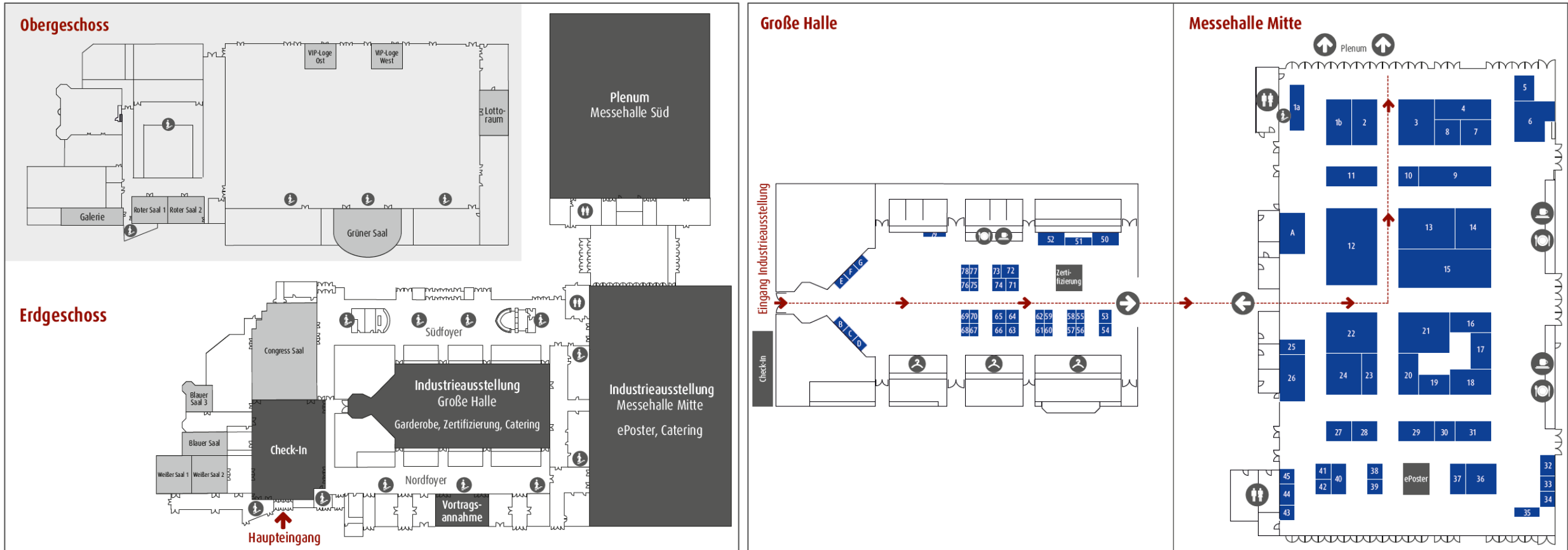
7. ensuring distance rules and room ventilation

- The present room utilisation concept of the Messe und Congress Center Münster is used and actively implemented under the currently implemented COVID-19 guidelines with supplementary hygiene measures (as described above).
- In the lecture hall, distances between speakers and audience are ensured.
- Setting up distance information ensures the minimum distance of the participants.
- Verbal instructions from the chairmen before the end of the sessions, as well as additional staff, also ensure that bunching is avoided and that the minimum distance is maintained.

- In order to generate a high air exchange rate, the rooms are ventilated during the DWG in accordance with the specifications of the special building regulations of North Rhine-Westphalia. The ventilation systems are operated exclusively with outside air. Recirculation systems are not used in the premises of the MCC. The facilities are inspected by experts in accordance with the building inspection regulations. In addition, the ventilation systems are subjected to regular hygiene inspections in accordance with VDI 6022 and the filter media are replaced accordingly.
- Filter systems are cleaned according to the specified intervals regardless of the event.

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8. room and foyer occupancy



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9. supply planning

- A supply of the participants is provided with the help of a catering service provider, the MCC Catering, adapted to the currently valid Corona Protection Ordinance of the Federal State in the current version or the City of Münster.
- As it currently stands (03/12/2021), the planned implementation is as follows:
- The catering employees follow the specified rules of hygiene and conduct.
- In the movement areas it is compulsory to wear a mouth-nose protection, which can be removed for eating and drinking.
- For hand hygiene, there are facilities for hand disinfection at the catering stations.
- Lunch supplies on 09 and 10/12/21 will be primarily in the form of individually packaged lunch bags.

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This hygiene concept was approved by the
Health and Veterinary Office
Corona Team Münster
Albersloher Weg 450, 48147 Münster, Germany
on 03 December 2021.

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