

## **ITWEB EVENTS POLICY ON THE CORONAVIRUS OUTBREAK**

ITWeb Events would like to reassure all our delegates and sponsors that we are closely monitoring the coronavirus outbreak situation and, in co-operation with the forum | the campus in Bryanston, we will take all sensible steps to ensure this year's Digital Economy Summit 2020 proceeds safely and successfully.

The health and safety of our delegates and exhibitors, as well as their staff and ours, is our top priority. We are co-operating with our venues to implement immediate measures, such as providing hand sanitisers and regularly disinfecting high-contact areas such as railings, door knobs and toilets.

You can help us have a safe and successful event by following the advice of the [World Health Organization](#):

- Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom, before eating, after blowing your nose, coughing or sneezing.
- If soap and water are not readily available, use an alcohol-based hand sanitiser with at least 60% alcohol.
- Avoid touching your eyes, nose and mouth with unwashed hands.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Maintain at least one metre of distance between yourself and other people, particularly those who are coughing, sneezing and have a fever.

In addition, some companies have issued "handshake bans", and we encourage this practice too.

We encourage our sponsor to take common-sense precautions on their display stands, ensuring that tissues and hand sanitisers are available and that any staff members with any sort of cold symptoms do not attend the event.

The venue also has a well-coordinated emergency management system in place.

We will continue to observe the situation and, should the World Health Organization and government advice change, we will react immediately and ensure this is communicated to all delegates and sponsors.

Should the situation worsen, and we are forced to postpone this year's ITWeb Digital Economy Summit, we will immediately inform you and make alternative arrangements with you.

Thank you for your understanding and your assistance in tackling this unforeseen global situation.

**The ITWeb Events team**