

COVID-19 Guidelines for in-person participants to the CCPCJ Intersessional Meeting
(VIC and online event, 10-12 November 2021)

Status: 3.11.2021

IMPORTANT INFORMATION

All persons entering the VIC are required to comply with the low epidemiological risk criteria as defined by the Host Country:

- proof of a full vaccination not older than 360 days and valid from the date of second vaccination, or proof of full vaccination with a vaccine that does not require a booster shot (e.g. Johnson & Johnson) not older than 360 days and valid from the 22nd day after vaccination; or proof of one vaccination dose not older than 360 days following a positive PCR test or positive antibodies test
- a certificate of recovery from COVID-19 illness not older than 180 days, or proof of positive COVID-19 antibody test (with a result of 15 BAU or above) not older than 90 days
- proof of a negative PCR test not older than 48 hours (as applied in Vienna), or a rapid antigen test not older than 24 hours.
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By swiping their grounds pass/badge, meeting participants entering the VIC declare that they possess valid documentation meeting one or more of these criteria. They also confirm that they produce the documentation to the conference, meeting and event organizers, UN Security and Safety Service (UNSSS) officers or VIC Medical Service, if required.

Information on testing options in Vienna can be found here: <https://coronavirus.wien.gv.at/faq-english/#Testangebote>. Participants can take a COVID-19 rapid test at Austria Center (U1 Kaisermuehlen and Drive-In) before entering the VIC. Tests are free of charge and available for everybody, also persons without health insurance in Austria. Please register and make an appointment online <https://www.acv.at/en/rapid-testing/> and bring a photo ID.

1. COVID-19 PREVENTIVE MEASURES – SPECIFIC ARRANGEMENTS FOR THE MEETING

The hybrid format enables limited in-person participation (physical presence) as well as remote participation through an online platform.

The Vienna International Centre Joint Medical Service (VIC JMS) has prepared a [COVID-19 Quick Guide](#) which participants are required to review.

In addition, a set of health and safety measures – outlined below in more detail – has been put in place as COVID-19 risk mitigation measures during the meetings, in particular: measures to manage the flow of participants, measures to record in-person attendance, specific hygienic measures, and procedures in case of COVID-19 infections or symptoms.

Measures to manage the flow of participants at the VIC premises

The meetings will be organized in a hybrid format from 10-12 November 2021.

Designated seats cannot be changed; one seat at the table and one additional seat behind is allocated per delegation

Delegates should keep **physical distance** of at least one meter to others. They must not shake hands or engage in any other physical contact;

Delegates should **avoid meeting in groups** between sessions (e.g. lunch breaks);

For access to the cafeteria during the session, please see the specific [Guidelines for the use of the VIC catering facilities](#);

Floor stickers will mark minimum distances to be kept by participants in various areas and corridors of the VIC (e.g. cafeteria);

Delegates are encouraged to bring their own earphones to follow interpretation.

Measures to record in-person attendance

In line with the requirements set by Austrian authorities, the meeting organisers are required to keep a record of attendance. Designated UNODC staff will keep attendance records including seating arrangements for all meetings of the session. These details will be treated as confidential and will be kept for 28 days. They will only be shared with national health authorities should there be a need for contact tracing in association with a COVID-19 case. Staff may take pictures of the seating order during the meetings.

Delegates are kindly **requested to fill-in at the beginning of each meeting the contact tracing sheet** available at their seat, and to record any subsequent changes (if any) while being reminded to abstain as much as possible from changing physical attendance within the delegation during meetings.

Specific Hygiene Measures

Delegates must wear **FFP2 masks** at all times while in the VIC as well as in the conference room (art. 12 para. 6 COVID Prevention Directive). Masks will not be provided. Delegates may decide to take off their FFP2 masks while making an intervention from the floor. Masks are not required when seated in an office or when seated in the cafeteria.

All participants must adhere to **general COVID-19 preventive measures**, such as, washing hands and wearing a mask.

The conference room will be thoroughly and regularly cleaned and sanitized during breaks in between sessions and meetings;

Hand sanitizers are available in restrooms and corridors of the VIC, including right outside of the conference room;

There will be no registration of speakers by conference services. Requests for the floor are to be made by raising the name plate in the room or clicking on the “raise hand” button in the online conference platform.

Procedures in case of COVID-19 symptoms or infections

Delegates are requested to not attend the meeting if they feel unwell.

If a participant has acute symptoms suggestive of COVID-19 such as fever, cough, loss of sense of smell or taste, during a conference or in the meeting room: participants are required to contact the VIC Medical Services (ext. 22224) or call Security Emergency Operations Centre (ext. 99). A specific response protocol will be activated.

For assistance after meeting hours:

- For symptoms related to COVID-19, call the Vienna Health telephone on **1450** (German and English);
- For emergencies, call the Vienna emergency number 144;
- For all other medical issues, seek out an urgent care clinic (example: Akutversorgung Privatklinik Döbling, Heiligenstädter Straße 55–63, 1190 Vienna: +43 1 360 66-5599) or go to an emergency department of any general Vienna hospital.

Should any of the participants be **confirmed by health authorities to have COVID-19** or to have been placed in quarantine within 14 days of the meeting, the participant is requested to immediately inform the VIC Medical Service (medical-admin.contact-point@iaea.org) so that necessary contact tracing in association with a COVID-19 case may be carried out.

2. OVERVIEW OF COVID-19 GENERAL PREVENTIVE MEASURES WITHIN THE VIC

a) Physical distancing in the VIC

Physical distancing measures must be followed in the VIC. Individuals must keep a distance of a minimum of one meter from other individuals at all times and avoid shaking hands or engaging in any other physical contact.

b) Entering and Exiting the VIC

All persons entering/exiting the VIC must adhere to physical distancing measures and are required to wear FFP2 masks when accessing/exiting security checkpoints (pedestrian and vehicular).

c) Doors

Delegates are advised to limit the touching of doorknobs, e.g. using elbows, etc.

d) Elevators

Use of elevators is limited to a maximum of 8 passengers at any one time.

e) Hallways

Most hallways in the VIC are wide enough to maintain a distance of one meter for two directional flow. Narrower hallways, for example around elevator bays, will be marked for flow in one direction only.

f) Stairwells

Staff and delegates must make the necessary room to maintain physical distance of 2 meters and must pass as quickly as possible.

g) Services

Physical distancing and wearing of FFP2 masks must be followed when queuing for and availing of service such as the Cafeteria, Pharmacy, Commissary and other VIC commercial services.

h) Distance Markings and Signage

Distance markings of floors in all common areas (i.e. all ground floors in buildings A, B, C, D, E, F, G, M, as well as 2nd and 4th floors of building C) have been prepared. Delegates should pay attention to markings to maintain physical distancing. Markings throughout the VIC may be displayed on the floor, walls, or signage pillars according to the location and surface materials (e.g. floor markings cannot be easily placed on carpeting).

3. SOURCES FOR LOCAL MEASURES TO CONTAIN THE COVID-19 PANDEMIC

All delegates are kindly requested to closely monitor and check the alerts on the COVID-19 situation in the Republic of Austria, and specifically in the city of Vienna. All relevant information in English is available [here](#).

The [official dashboard](#) reflecting the latest data on COVID-19 is available both in English and German. This page is frequently updated by the host country authorities.

Regular COVID-19 updates are issued by the Vienna-based organisations, informing of latest measures and data – accessible online [here](#).