

**COVID-19 Guidelines for in-person participants for the CCPCJ Expert Discussions on Crimes that Affect the Environment**  
*14-16 February 2022, Board-Room C, Vienna International Centre*

*Status: 25.1.2022*

*Based on guidance provided by the Vienna International Centre Crisis Management Team on 20 January 2022*

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

**IMPORTANT INFORMATION**

- **From Monday 22 November, all those entering the VIC must comply with 2.5G (vaccinated, recovered or PCR test no older than 48 hours).**
- **By swiping their VIC grounds pass/badge, those entering the VIC confirm they are compliant and have 2.5G proof.**
- **Where meetings and conferences at the VIC do take place (with more than 25 participants), participants must be able to show proof of a valid PCR test not older than 48 hours, also if they are vaccinated or recovered.**

Information on testing options in Vienna can be found here: <https://coronavirus.wien.gv.at/faq-english/#Testangebot>.

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 meeting will be organized in a hybrid format from 14-16 February 2022.

Only **1 participant per delegation can enter the room** as there is a reduced number of seats in the room to facilitate distancing. Depending on developments in the host-country the number of in-person participants might have to be revisited closer to the meeting.

Delegates should keep **physical distance** of at least **two meters** 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 on the website](#);

**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 for contact tracing purposes.

For the Expert Discussions, QR code technology will be used for the purpose of contact tracing. The QR code to register for the meeting can be found on the table in the meeting room, and all in-person participants are required to scan the code and fill in the requested information upon arrival. Free QR code scanner apps can be downloaded for smartphones in the [AppStore](#) or [Google Play](#). In addition, the link to the contact tracing form for the meeting can also be found underneath the QR code and can be typed into an internet browser to register without using the QR code.

All details collected through the system 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.

### **Specific Hygiene Measures**

Delegates must wear **FFP2 masks** at all times while in the VIC as well as in the conference room. 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 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;

### **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](mailto: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 two meters 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 4 passengers at any one time.

### **e) Hallways**

Most hallways in the VIC are wide enough to maintain a distance of two 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 a 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](#).